

## Section 3

# Volunteering

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### Introduction

This section of the Toolkit is designed to give you an idea of how you can get involved in Little Penguin surveys and monitoring, what to expect as a volunteer, and some key steps that need to be undertaken in order to ensure you have a safe, enjoyable and rewarding volunteering experience. The section should be read in conjunction with other sections in the Toolkit.

### What is involved in becoming a volunteer?

#### Finding a community group near you

By far the quickest way to get started and involved in Little Penguin monitoring is to join an existing Coastcare, Landcare or Wildcare community group that has experience with assisting Little Penguin conservation efforts. These groups will have existing relationships with land managers and, as a result, have an understanding of the relevant policies and procedures, such as work, health and safety and insurance requirements.

Whilst doing a background check on your local site, you may have already identified a community group near you. If not, Landcare, Wildcare and Regional NRM organisations in Tasmania support volunteers working in the natural environment and may be able to assist you to find existing groups. Visit their websites to see what groups are located near you.

- Contact Landcare Tasmania: <https://www.landcaretas.org.au/> or phone 03 6234 7117
- Contact Wildcare Tasmania: Email [memberservices@wildcaretas.org.au](mailto:memberservices@wildcaretas.org.au) or phone 03 6165 4230
- Contact your regional NRM organisation:
  - Cradle Coast Authority, NRM [admin@cradlecoast.com](mailto:admin@cradlecoast.com)
  - NRM North [admin@nrmnorth.org.au](mailto:admin@nrmnorth.org.au)
  - NRM South [admin@nrmsouth.org.au](mailto:admin@nrmsouth.org.au)
- Contact DPIPWE: [Penguins@dpiuwe.tas.gov.au](mailto:Penguins@dpiuwe.tas.gov.au)

Whether you are joining an existing group or thinking of forming a new group, it is important to understand the legal implications of, and how to plan and prepare, your activities.

If you are forming a new group, you must have appropriate insurance cover and should consider registering as an incorporated body.

To find out more, go to: <https://cbos.tas.gov.au/topics/clubs-fundraising/incorporated-associations/what-is-incorporated-association> and <https://www.nfplaw.org.au/gettingstarted>

**For existing community groups, please check you can complete the following details:**

**Community Group checklist**

Please provide the following details.	Yes/No	Details
Name of your group		
Is your group incorporated?		
Does your group have accident and public liability insurance?		
Is your group registered with the land manager? (Council, PWS, DPIPWE or other?)		
Are members required to register as volunteers with the Land Manager?		

Different organisations have different registration requirements for community groups.

- It is important to contact the appropriate Land Manager first to discuss the planned volunteer activities and any volunteer management policies and procedures that may apply.
- Work with your land manager to complete a risk assessment. Going through a risk assessment with your land manager will help you both understand the nature of the risks associated with the works and the likelihood of injury or illness occurring. Ways to eliminate or minimise those risks can be identified, and controls put in place to mitigate them.
- Follow your group's process of how to undertake activities.
- If you are forming a new group or are part of a group wanting to undertake volunteer work on managed land you will need to register your organisation.