

GAME RANGERS

INTERNATIONAL

JOB SPECIFICATION

GAME RANGERS INTERNATIONAL - VOLUNTEER HOST

LOCATION

Game Rangers International Camps including, Lusaka National Park, Musa, Kafue National Park

ROLES & RESPONSIBILITIES

Primary

1. Create a 22-day itinerary for each volunteer tour which covers the three locations and represents the skills of each volunteer and the needs of each camp. Supervise and support the volunteers throughout their entire placement, from the "meet and greet" at the airport and through to final farewell at the end of the tour.
2. Form professional relationships with each volunteer and encourage long-term ambassadors of the organisation.
3. Ensure the safety and wellbeing of volunteers at all times, in accordance with GRI's Health and Safety mandates for each location.
4. Liaise with the Camp Managers to arrange volunteer duties and carry out necessary training of the volunteers to be able to undertake these duties safely and efficiently.
5. Conduct educational talks and undertake discussions with the volunteers on issues of conservation in general and GRI's holistic approach to conservation, specifically.
6. Provide hosting support when there are guests at camp, of which some staying for longer periods of time, such as film crews and donors, ensuring their safety and wellbeing at all times.
7. Utilising the volunteer's skills, support with capacity building for GRI teams. For example, organize English language classes, sports coaching, photography, IT etc.
8. Represent GRI with professionalism and courtesy at all times.

Secondary

1. Assist with the distribution of research findings by the volunteers, including but not limited to elephant behavioural observation of the orphan herd, biodiversity studies and cataloguing wildlife sightings via camera traps.
2. Support the grounds team with the gathering of footage and images of GRI Activities which are then collated and shared with programmes and communications team via Daily Flow and SharePoint.
3. Assist with regular project updates including blog posts, newsletter entries, keeper's diary, volunteer blog etc. (with support of volunteers and staff).
4. Under the guidance of the Camp Managers, provide support with production of project and site reports.
5. Assist with the production of regular Volunteer Programme updates for social media and marketing purposes.
6. Identify opportunities for the expansion of the volunteer programme within GRI.
7. Working with the Volunteers, ensure that the camps are kept clean and tidy when in residence.

Tertiary

1. Assist with the tent booking system at each facility.
2. Host visitors and guests at any GRI facility, ensuring their safety and wellbeing at all times.

EMPOWERING RANGERS AND LOCAL COMMUNITIES TO CONSERVE NATURE

Game Rangers International Ltd Unit 1, 77 Northfield, Peebles, UK EH45 8BU info@gamerangersinternational.org

3. Support GRI's Fundraising, Marketing and Communications (FMC) Team at nationwide fundraising events.

Reporting line

1. In Camp – Facility Manager
2. Volunteer Co-ordinator
3. FMC Manager

Staff to supervise:

1. Holistic volunteers (up to 5 per 22-day long placement)
2. Junior Volunteer Hosts

Working conditions & Benefits:

1. Camp living provided while on tour with volunteers including comfortable safari tent, communal kitchen, living areas and bathrooms.
2. While on tour you will be required to be flexible with your working hours, depending on the demands of individual camps, but based on achieving 8 working hours per day between the hours of 06:30 – 18:30.
3. Rest Days – During volunteer season (April-November) you will receive 6 days rest after each 22-day volunteer placement. Outside of volunteer season (December – March) rest days are more flexible and can be agreed with your line manager.
4. Leave days – 2 per calendar month, to be taken outside of volunteer placements.
5. An agreed and appropriate uniform to be provided and worn during working hours.
6. Intellectual Property Agreement and Code of Conduct to be signed.
7. A competitive medical insurance package will be offered.
8. Meals will be provided while on tour. Food shopping to be carried out in coordination with the volunteer shopping and meals to be communal.
9. Mobile phone and laptop or tablet to be provided.

Essential Skills:

1. Whilst we'll make sure you get rest time; this is no 9 to 5 job and the right person will be sociable, energetic and comfortable in the company of people for long periods of time.
2. A dynamic people person who enjoys the company of all ages and backgrounds.
3. Superb organisation skills, a great team player with a lot of enthusiasm, maturity, resilience and a great work ethic.
4. Previous volunteering or tourism experience.
5. A strong interest in conservation, environmental education, animal behaviour and research, international development and/or primary education.
6. First Aid Training
7. Cultural sensitivity
8. Ability to work as part of a team and able to manage people confidently and professionally.
9. Fluency in both written and spoken English.
10. Patience, flexibility, and ability to work in stressful environments.
11. Energetic, physically fit, and able to endure field conditions for prolonged periods.