

Camp and Volunteer Coordinators for Loggerhead nesting projects in Greece-ARCHELON

Volunteer Opportunity

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WWW Link: www.archelon.gr

Period

May to October (might differ slightly by project)

Locations

1. [Zakynthos - Laganas Bay](#), 2. [The Peloponnese- Kyparissia Bay](#), 3. [The Peloponnese - Lakonikos Bay](#), 4. [Crete-Rethymno](#)

Background Information

Since 1983, the primary objective of ARCHELON, the Sea Turtle Protection Society of Greece has been to protect the sea turtles and their habitats in Greece through monitoring and research, developing and implementing management plans, habitat restoration, raising public awareness and rehabilitating sick and injured turtles. ARCHELON runs programmes in all the main nesting beaches as well as in foraging areas of Loggerhead Sea Turtles in Greece.

Duties

The Camping and Volunteers Coordinator (CVC) manages all the activities concerning the Field Station (campsite) where the team of the project is staying, by ensuring the best possible living conditions for the team of volunteers. He/she works under the supervision of the corresponding Project Officer.

In more detail, duties include managing the alimentation procedure (management of communal food, food supplies and shopping, schedule for cooking, cooking equipment etc), ensuring the good hygiene of the camp, the responsibility of the camps safety conditions, being in charge of the proper setting up and closing down of the camp and maintenance and storage of the camp equipment at the end of the season.

The CVC is responsible for the project's cars checking and maintenance (weekly car regular checking, arranging weekly cleaning shifts, checking cars papers, updating cars' log books, checking the drivers for their ability to drive responsibly and safe). He/she is in charge of the volunteer list, provided weekly by the Head Office, and updates the weekly schedule (rota) with new arrivals, days off and departures. It's their task to ensure that all volunteers are properly registered. They are expected to make themselves available to volunteers, allowing them to express complains, needs, issues, ideas etc., to be in charge of the group/visitor training, and to write a final report for the Head Office within the given deadlines. They also participation in monitoring field work and public awareness activities.

All Field Leaders (Monitoring, Public Awareness and Camp & Volunteer Coordinator) share the responsibility for the smooth organization and operation of the project by organizing the weekly schedule (rota) and ensuring the organization of the team, the motivation of the volunteers and the management of any problems occurring within the season, always by reporting and dealing with them in good cooperation with the Project Officer of the area.

Requirements

- Age over 20 years old
- Fluent English language
- Valid car driving license
- Experience (one year minimum) in field projects (experience in managing groups, crisis management)
- Hardworking, sociable, reliable, enthusiastic, organizational, committed person who can work under a challenging work environment and demanding schedule
- Volunteer management skills
- Ability to work independently and as part of a team
- Good physical condition [duties include long working hours in the heat (sometimes up to 6 hours at a time), and some of the sites are reached by walking; duties can be hard and exhausting]
- Good at public speaking and reporting
- Capability to live in basic living conditions and under adverse climatic conditions

Preferred/ Desired additional skills

- Academic background/ experience in Faculty of Economics, Management, Biology, Ecology, Zoology, Marine Science, Marine Conservation
- First Aid certification
- Use of computers and relevant new technologies, such as UAVs (drones) and GPS

Benefits/Costs

Basic subsistence expenses (accommodation and food) in the project site will be covered by ARCHELON. Accommodation usually includes space for putting up your tent. Communal facilities including cooking will be provided in organized campsites. There will be private insurance coverage for accidents up to a certain ceiling.

Travel expenses to Greece are not provided by ARCHELON and must be covered by the Field Leaders. Travel expenses to the project sites within Greece must also be covered by the selected Field Leaders, with the notable exception of participation in introductory information sessions and training events organized by ARCHELON (see below).

Introductory information sessions

Candidates selected for the first time to be Field leaders, will be asked to participate in introductory information sessions in early May (the exact dates and the location are not yet finalized). Participant accommodation and lunches/ dinners, as well as transportation within Greece will be provided by ARCHELON.

NB. The availability of candidates to attend these sessions will influence the final selection of Field Leaders.

Specific training events on monitoring, public awareness and fund raising for Field Leaders will be organized during the nesting season. Details will be announced at a later stage. Accommodation and transportation within Greece will be provided by ARCHELON.

Further contact and application info

If interested, please send an email to archelon.projects@gmail.com with the following:

- Application form that you can download from [HERE](#)
- Short Curriculum Vitae (400-900 words)

NB. The application deadline is 31st January 2019. The selection is expected to be finalized until 30 March 2019. Early applications have more possibilities to be considered as the places are limited. Short interviews with candidates maybe organized by Skype in an informal manner.