

# APPLICATION FORM 1

## APPLICATION FORM: GLOBAL TRAINING PROGRAMME 2019-2020 – INTERNSHIP INFORMATION


CORPORATIVE INFORMATION			
Name of the company		SANCCOB	
Contact Person		Volunteer Coordinator	Email: volunteers@sanccob.co.za
Location	Country	South Africa	
	City	Cape Town	
	Address	22 Pentz Drive, Tableview	
Sector			

PROPOSED INTERNSHIP INFORMATION		
Number of trainees to host		One or two or more
Extension time (extra months and salary) OPTIONAL  SEE DOCUMENT: "FORM 2_Global Training 2017 extension preliminary agreement"	Extra months	N/A
	Monthly payment for extra months (between 0-1358€/month)	N/A

INTERNSHIP/PLACEMENT INFORMATION	
Department (in case you want more than 1 trainee, indicate the different departments where they will work)	Bird Department
Description of project/activities (in case you want more than 1 trainee, indicate the different projects/activities on which they will work)	Seabird rehabilitation internship developed to equip with basic skills for seabird rehab for a career in conservation.

COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS	
Requested profile(s) information (Studies, previous experience, language skills, other skills...)	Suitable for returning volunteers, university students, graduates, post graduates, employees and volunteers in field of animal science, husbandry, care and welfare related fields.
Other commentaries	Ultimately no prior experience with seabirds necessary. We would discuss everything during the initial interview.

**INFORMATION ABOUT THE COMPANY/INSTITUTION**

<p><b>LOGO</b></p>	
<p><b>WEBSITE</b></p>	<p>www.sanccob.co.za</p>
<p><b>INFORMATION ABOUT THE CITY AND THE AREA WHERE THE COMPANY/INSTITUTION IS LOCATED</b>  (General information about SECURITY, ACCOMODATION, PUBLIC TRANSPORT...)</p>	<p>A list of suggested accommodation places is sent to the intern for their own cost. There is Uber and MyCity Bus service available for the intern. They can also walk if they stay close to SANCCOB.</p>
<p><b>GENERAL INFORMATION ABOUT THE COMPANY/INSTITUTION</b></p>	<p>SANCCOB is a non-profit organisation whose primary objective is to reverse the decline of seabird populations through the rescue, rehabilitation and release of ill, injured, abandoned and oiled seabirds – especially endangered seabirds like the African penguin.</p>
<p><b>SIZE OF THE COMPANY (EMPLOYEES)</b></p>	<p>There is a staff component of 25 people in total. We rely heavily on volunteers to help with the bird department.</p>
<p><b>NUMBER OF PEOPLE AT THE DEPARTMENT WHERE THE TRAINEESHIP WILL TAKE PLAKE</b></p>	<p>The Bird Department has four permanent staff members and the rest are volunteers and interns. We rely heavily on support staff.</p>
<p><b>MAIN ACTIVITY OF THE COMPANY/INSTITUTION</b></p>	<p>Seabird rehabilitation; especially endangered seabirds such as the African Penguin.</p>
<p><b>A BRIEF EXPLANATION OF MAIN PROJECTS</b></p>	<p>Seabird internship – structured, mentored training programmes with a strong focus on skills development.</p>
<p><b>PREVIOUS COLLABORATION IN INTERNSHIP/TRAINING PROGRAMMES?</b></p>	<p>Yes, Irati joined as an intern at the start of 2019.</p>
<p><b>OTHER COMMENTARIES</b></p>	



# INFO PACK

## SEABIRD REHABILITATION INTERNSHIP PROGRAMMES (Table View centre)



### ABOUT SANCCOB

The Southern African Foundation for the Conservation of Coastal Birds (SANCCOB) was established in 1968 and is a non-profit organisation whose primary objective is to reverse the decline of seabird populations through the rescue, rehabilitation and release of ill, injured, abandoned and oiled seabirds – especially endangered seabirds like the African penguin. Over the last 50 years, SANCCOB has treated more than **100 000** seabirds and independent research confirms that SANCCOB’s oil spill response actions alone have increased the African population by **19%**. In a non-spill year, SANCCOB treats up to **2 500 seabirds**, of which approximately **1 500 are African penguins**.

SANCCOB (Table View centre) is situated on the banks of the City of Cape Town’s Table Bay Nature Reserve – Rietvlei section in a residential neighbourhood called Table View, approximately 20km from Cape Town.

### WHY DOES SANCCOB NEED YOU?

With a limited staff component, SANCCOB relies heavily on the support of interns to achieve the mission of the organisation. Interns become an extension of the staff and are an integral part of the daily running of the centres. Not only do interns assist with the hands-on work with the seabirds, but also provide assistance in all functions of the centre such as marketing, procurement and fundraising. In short, we need interns like YOU to join our team!

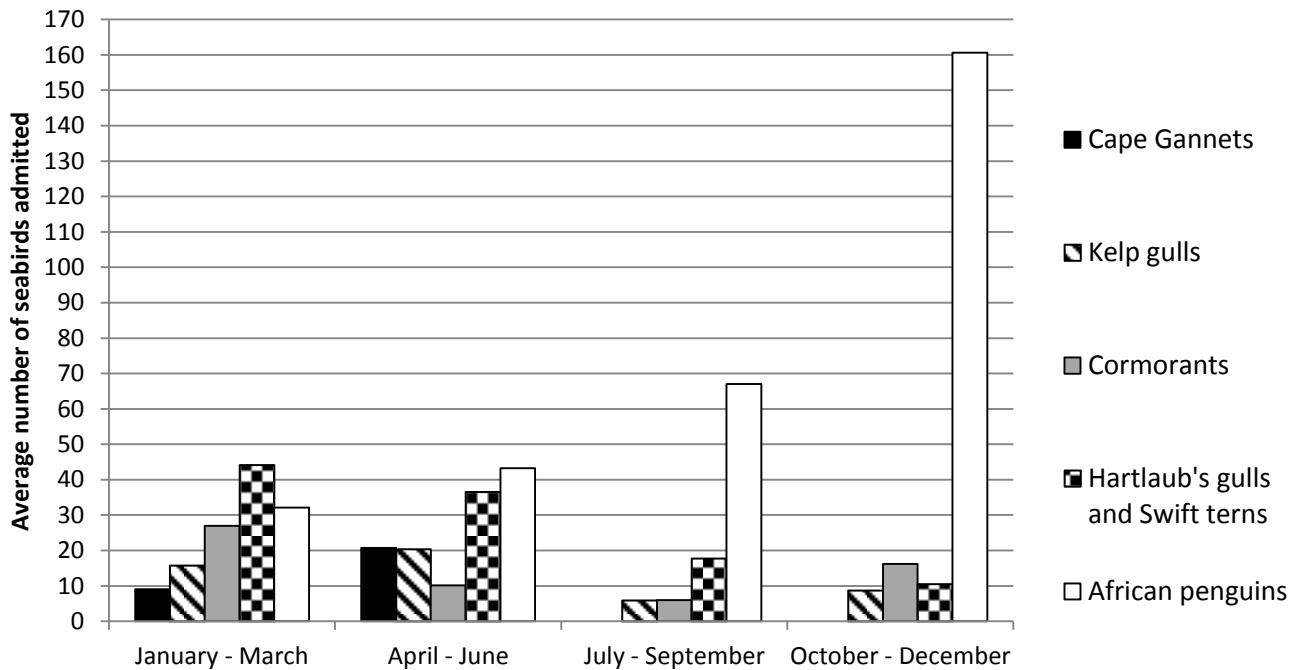
### WHAT IS THE BEST TIME OF THE YEAR TO COME TO SANCCOB?

SANCCOB admits a variety of seabirds throughout the year. For each species, there are peaks and lows during the year. Unfortunately, there is no way to guarantee when these peaks and lows will occur. The information listed below is based on SANCCOB’s admission data for our most common bird species from 2010 – 2016.

Species:	Peak period:	Common reason for admission:
African penguins	October – January	Abandoned chicks
Cormorants	January – March	Weak juveniles
Cape gannets	January – May	Weak juveniles and abandoned chicks (end of May)
Hartlaub’s gulls	February - April	Abandoned chicks
Kelp gulls	January – June	Botulism
Swift terns	February - April	Abandoned chicks



## Average number of different types of seabirds admitted at SANCCOB (2010 - 2016)



## DIFFERENT SEABIRD INTERNSHIP PROGRAMMES

The internships are structured, mentored training programmes with a strong focus on skills development – suitable for returning volunteers, university students, graduates, post-graduates, employees and volunteers in the field of animal science, husbandry, care and welfare related fields.

### Seabird Rehabilitation (3 or 6 months)

*The Seabird rehabilitation internship has been developed to equip you with basic skills for seabird rehabilitation for a career in bird rehabilitation or conservation.*

#### Skills observed, assisted with and learned during the internship:

- 🐦 Maintaining a high standard of hygiene and cleanliness in the rehabilitation centre
- 🐦 Catching and handling, feeding (force feeding and free feeding), hydrating (tubing) and administering medication of different seabird species
- 🐦 Defrosting and preparing fish for a variety of seabird species
- 🐦 Supervising the intensive care unit of seabirds under guidance of the staff
- 🐦 Assisting in admitting new seabirds to the rehabilitation centre
- 🐦 Supervising bird pens and other volunteers
- 🐦 Record keeping for individual birds
- 🐦 Evaluating of basic blood results (packed cell volume, buffy coat and total protein)
- 🐦 Assisting in evaluating the waterproofing of feathers in African penguins
- 🐦 Observing seabird necropsies



- 🐧 Participation in the release of rehabilitated seabirds
- 🐧 Assisting in taking blood sample (bleed from foot vein) of African penguins – *6-month interns only*
- 🐧 Assisting in ringing of seabird species - *6-month interns only*

The different areas of the main rehabilitation centre interns could be assigned to each day are:

- 🐧 General – Area responsible for laundry, fish defrosting, preparation of fluids/formula and cleaning of food preparation and feeding equipment
  - 🐧 Mats and Crates – Area responsible for cleaning of large equipment with the use of a high-pressure hose. Example: Mats from bird enclosures and bird crates
  - 🐧 Pen 1 and Aviary – Enclosures designated for flying birds that require daily cleaning of the enclosure and feeding of the birds (free feeding). Some birds may require hydration (tubing), medication or force-feeding
  - 🐧 Intensive Care Unit – Staff and interns are mostly responsible for the care of birds in the ICU, but volunteers could be asked to assist with cleaning in ICU
  - 🐧 Rehabilitation pens – Main enclosures for birds undergoing rehabilitation, mostly African penguins. Areas require daily cleaning and feeding birds (force feeding). Some birds may require hydration (tubing) and medication
  - 🐧 Home Pen – Exhibit for permanent and long-term temporary birds at SANCCOB. Assisting in maintenance of the exhibit, include scrubbing rocks, raking sand and food preparation
  - 🐧 Jobs – Various jobs required around the centre, crucial in the daily running of the rehabilitation centre. Jobs could include general maintenance or cleaning duties
- \*\*Please note that duties are divided amongst all volunteers and interns. Everybody will be assisting in all the different areas during the week.**

### **Penguin Nursery (3 or 6 months)**

*The Penguin Nursery internship is focused on caring for bigger chicks, usually weighing 1.5kg or more. These chicks remain in the nursery until they are ready to move to the swimming rehabilitation pens.*

Skills observed, assisted with and learned during the internship:

- 🐧 Handling and feeding African penguin chicks (over 1.5kg)
- 🐧 Maintaining a high level of hygiene and cleanliness within the Penguin Nursery
- 🐧 Weighing of chicks and calculating feeds based on weight
- 🐧 Calculating and updating medication amounts for individual birds under supervision of the Veterinarian
- 🐧 Record keeping for individual birds
- 🐧 Working independently as well as part of a team
- 🐧 Assisting in basic training of other interns
- 🐧 Identifying behaviour in chicks to determine health status
- 🐧 Maintaining adequate temperature control in the Penguin Nursery

### **Chick Rearing (6 months)**

*The Seabird Chick Rearing internship has been developed to equip you with chick husbandry skills and egg management skills for a career in captive breeding or seabird chick rearing.*

Skills observed, assisted with and learned during the internship:

- 🐧 Maintaining a high level of hygiene and cleanliness within the Chick Rearing Unit
- 🐧 Weighing of chicks and calculating feeds based on weight
- 🐧 Calculating and updating medication amounts for individual birds under supervision of the Veterinarian
- 🐧 Record keeping for individual birds
- 🐧 Handling and feeding African penguin chicks (all ages)
- 🐧 Admitting and monitoring of eggs during incubation and hatching (weighing, candling, measuring and egg buddy)



- 🕯 Working independently as well as part of a team
- 🕯 Assisting in basic training of other interns
- 🕯 Identifying behaviour in chicks to determine health status
- 🕯 Maintaining adequate temperature control in the Chick Rearing Unit

## WORKING SCHEDULES AND SHIFTS

A monthly schedule is compiled by the Volunteer Coordinator, where interns will be scheduled to work a maximum of 5 days per week (including weekends and public holidays).

### Seabird rehabilitation and Penguin Nursery

A normal working day is from 8:00 am to 5:30 pm\* with a lunch break 1:00 pm – 2:00 pm and a short break in both the morning and afternoon.

### Chick Rearing

A normal working day typically shifts work for the interns. A morning shift is 05:30am – 02:30pm and an afternoon shift is 01:30pm – 09:30pm. From time to time interns will be expected to work from 8:00 am to 5:30 pm\* with a lunch break 1:00 pm – 2:00 pm and a short break in both the morning and afternoon.

*\*Some days may require interns to assist until 6:30 pm, so your willingness to go the extra mile during the busy times will be crucial.*

## COSTS AND BENEFITS

- 🕯 International Participants: The cost of the 3-month internship is R5000.00 and the 6-month internship costs are R6000.00. A volunteer who has completed our International Volunteer Programme are eligible for a 50 % discount on all the internship programmes
- 🕯 Local Participants: No cost is associated with local participants
- 🕯 Enhancing your cv or resume with getting hands-on experience working with endangered penguins and other seabirds at the world-renowned SANCCOB Seabird Centre in Cape Town, South Africa
- 🕯 Develop personal work ethics while networking to build professional contacts
- 🕯 Earn and understand organizational culture
- 🕯 Develop career-related personal skills like communication, teamwork and problem solving
- 🕯 Participation in a seabird release (bird and weather depending) after being part of the rehabilitation process
- 🕯 Certificate of appreciation upon completion of the programme

## EXPECTATION OF INTERNS FROM SANCCOB

- 🕯 Committed individual and willingness to go the extra mile will be crucial
- 🕯 Physically fit and able to stand for a full shift
- 🕯 Comfortable with getting dirty
- 🕯 Willing to work in all weather conditions, frequently outside
- 🕯 Able to work in a team as well as independently
- 🕯 Able to follow Standard Operating Procedures
- 🕯 Reliable and accountable individual
- 🕯 Compassionate and caring nature with a love for seabirds
- 🕯 Trustworthy
- 🕯 Attention to detail
- 🕯 Strong sense of initiative
- 🕯 Excellent communication skills
- 🕯 Good problem-solving skills



- 🕯 Ability to multi-task and perform tasks in order of importance and priority and delegate tasks to volunteers and other interns
- 🕯 Work under pressure

## TERMS AND CONDITIONS

To apply for one of the Seabird Internship Programmes, you must:

- 🕯 Submit an Application and Indemnity Form
- 🕯 Submit a letter of reference from a professional contact
- 🕯 Submit a short CV
- 🕯 Submit a letter of motivation and your expectations in participating in an internship
- 🕯 Be at least 18 years of age
- 🕯 Consult your doctor before volunteering if you are pregnant, on medication or allergic to animal dander, or detergent. Persons with chronic respiratory ailments or impaired kidneys or liver should avoid working around crude oil
- 🕯 Have an up to date tetanus vaccination
- 🕯 A good understanding of the English language is essential
- 🕯 Be cooperative and work as a team at all times
- 🕯 Wear personal protective gear, as defined by supervisors per task, at all times
- 🕯 Follow Standard Operating Procedures as explained by the SANCCOB team

## PLEASE NOTE

- 🕯 The work is very physical by nature and you will be exhausted at the end of every day
- 🕯 The environment is wet and the majority of the work takes place outdoors
- 🕯 Interns should be prepared to work in extreme weather conditions (rain or heat)
- 🕯 SANCCOB is unable to provide accommodation, but we can recommend accommodation used by many of our past international volunteers and interns
- 🕯 Upon acceptance into the programme, all interns are required to pay a refundable R2000.00 fee to secure their place. This is refunded in South African Rand after successful completion of the programme.
- 🕯 The Seabird Chick Rearing internship is not as physically demanding as the other Seabird internship programmes, however, you need to be focussed, self-motivated, compassionate, and highly observant. Be aware that the environment you will work in is quiet and solitary by nature.

## CONTACT INFORMATION

If you have any further queries or concerns, please feel free to contact the Volunteer Coordinator.

**Angela Wilmot**

**SANCCOB Volunteer Coordinator**

**Email: [volunteers@sanccob.co.za](mailto:volunteers@sanccob.co.za)**

**Contact number: +27 (021) 557 6155**