



EXPRESSION OF INTEREST FOR CREWING PS MARION Volunteer Registration Form

Please use this form to express your interest in participating as crew on PS Marion and register as a volunteer through the Mid Murray Council.

As a surveyed vessel, operational crew are required to have as a minimum, accreditation by way of an **Elements of Shipboard Safety** (or Occupational Health and Safety at Sea) certificate under the jurisdiction of the Department for Transport, Energy and Infrastructure.

PLEASE COMPLETE THE FOLLOWING REGISTRATION:

Surname: _____ First Name: _____
Address: _____
Suburb/Town: _____ State: _____ Post code: _____
Home Phone: _____ Mobile: _____
Work Phone: _____ Date of birth: ___ / ___ / ___
E-mail address: _____

Area of Interest: **Vessel Operations**

- | | | |
|----------------------------------|-----------------------------------|---|
| <input type="checkbox"/> Captain | <input type="checkbox"/> Mate | <input type="checkbox"/> Engineer |
| <input type="checkbox"/> Fireman | <input type="checkbox"/> Deckhand | <input type="checkbox"/> General Maintenance
(non operational) |

Hospitality Operations

- | | | |
|---------------------------------------|---------------------------------------|---|
| <input type="checkbox"/> Chef/Cook | <input type="checkbox"/> Purser | <input type="checkbox"/> Waiter/Galley Hand |
| <input type="checkbox"/> House person | <input type="checkbox"/> Ticket Sales | |

Qualifications Held:

Marine Qualifications (please list any marine qualifications/tickets held)

Certificate Name: _____ Date gained: ___ / ___ / ___ Current:

Certificate Name: _____ Date gained: ___ / ___ / ___ Current:

Certificate Name: _____ Date gained: ___ / ___ / ___ Current:

Other Qualifications (please list details of any professional/trade qualifications)

General Information

Do you have a Senior First Aid Certificate? Yes No

If yes, please provide a photocopy of your certificate.

Do you have a current drivers licence? Yes No

If yes, please provide a photocopy of your drivers licence.

Medical History

Do you have a medical condition or disability that may affect or resist the type of volunteer work being undertaken? Yes No

.....

Do you take any prescribed medication in relation to a special medical condition?

Yes No

.....

If required would you be prepared to undertake a medical examination?

Yes No

Person to contact in case of an emergency:

Surname: _____ First Name: _____

Address: _____

Suburb/Town: _____ State: _____ Post code: _____

Home Phone: _____ Mobile: _____

Work Phone: _____

Declaration

I understand I have obligations under Council’s Occupational Health and Safety Policy and Volunteer Policy and will endeavour to:

- **Take reasonable care of my own safety and that of others at work;**
- **Use personal protective equipment in accordance with the established safe work practices of Council;**
- **Ensure that I am not, by the consumption of alcohol or drugs in such a state as to endanger myself or others;**
- **Raise any matter, which gives cause for concern with the Supervisor or Council’s Volunteer Coordinator, MA Frost;**
- **Notify any hazard and report any injury to myself or others as soon as practicable to the Supervisor or Council’s Volunteer Coordinator, MA Frost.**

Signature: _____ **Date:** _____

Please return the completed form to: **Mannum Dock Museum
6 Randell Street
Mannum SA 5238**



Volunteer Policy

The **Mid Murray Council** recognises the importance of volunteers within its community. Volunteers are valued for providing customer focused services, enhancing established Council programs.

Volunteer programs forge a strong bond between the Council and the local community by encouraging:

- Community participation;
- Access to resources and information;
- Social interaction and satisfaction;
- Participation in established Council services and events.

The **Mid Murray Council** would like to appreciate and acknowledge the services of volunteers in improving the quality of community life within the local council area.

Definition of Volunteers of Local Government

Volunteers of Council ensure a direct link between the community and Council.

Volunteers are defined as persons who:

- Undertake activities without monetary reward;
- Undertake activities of their own free will;
- Undertake activities of benefit to Council and the local community;
- Undertake activities that complement but do not replace the services provided by paid staff.

Volunteer Management

Council's Human Resource Management Policies apply to volunteers. These include Occupational Health and Safety policies and procedures.

Council's Volunteer Coordinator will provide volunteers with the relevant documentation that encompasses volunteers' rights and responsibilities with the Council, as part of the induction process.

Council's Responsibilities to Volunteers

Council's general employee management policies also apply to volunteers.

Council will:

- Recognise the different roles, rights and responsibilities of volunteers;
- Create a climate of mutual respect;
- Provide for a safe work environment;
- Ensure that volunteers have access to the services of the LGAMLS, LGAWCS and a personal accident policy;
- Provide sufficient induction and training relating to the various activities;
- Assess volunteer skills to match tasks with expectations, interests and time commitments;
- Ensure that volunteers are not used to permanently replace paid staff; and
- Require volunteers to work under the direction and supervision of paid staff and/or appointed coordinators.

Responsibilities of Volunteers

Volunteers have obligations to the host Council and are required to:

- Acquaint themselves with the objectives and functions of the Council and the services they are providing;
- Understand and acknowledge the requirements of relevant Council policies and guidelines of the Council;
- Participate in the appropriate induction and training provided;
- Operate under the direction and supervision of Council personnel to achieve the objectives required;
- Notify of any potential hazardous situation to themselves or a third party; and
- Report any injury/damage to themselves or a third party.

Volunteer Programs

Council operates a number of volunteer programs to ensure that the community has access to cover council services.

Legislation

Volunteers are entitled to the rights and responsibilities of various legislation, including the Occupational Health, Safety and Welfare Act, 1986. Volunteers must therefore adhere to the Occupational Health and Safety requirements of the Council. Volunteers will be instructed on these requirements as part of their Induction Program.