



SAMARA PRIVATE GAME RESERVE, EASTERN CAPE, IS LOOKING TO RECRUIT A  
**FEMALE COORDINATOR** FOR ITS STUDENT WILDLIFE PROGRAMME

Samara Private Game Reserve in the Eastern Cape has become a leader in conservation in the area. Formerly farmland, Samara has endeavoured to reintroduce all the biodiversity that once existed in the area. It comprises 27 000 hectares, located near Graaff Reinet. The Samara Wildlife Volunteer Programme offers an opportunity for individuals from around the globe to come and learn about, and get involved in, wildlife management, research and rehabilitation.

The Programme is looking to employ a VOLUNTEER COORDINATOR, who will answer to the Programme Manager and have with the following key duties:

- Bookkeeping: reports, budgets, managing petty cash, invoicing etc.
- Reservations: email correspondence with interested candidates, application process, pre-departure information, maintaining booking sheets
- Assist with day-to-day Volunteer Coordination: orientation, planning weekly schedules, planning weekend activities
- Assist with reserve projects: cheetah monitoring, land rehabilitation, antelope surveys
- Help in thinking of new research and rehabilitation projects, in collaboration with reserve manager
- Coordinate volunteers to participate in other opportunities on the reserve: vervet monkey research, Tracker Academy
- Active involvement with volunteers – both in the field and in the evenings

**Key Requirements**

- A conservation/ecology or hospitality background - either a relevant degree or diploma or experience working in the industry, preferably both
- Experience carrying out research, collecting data
- A good understanding of land management/rehabilitation
- Experience working outdoors, preferably in a dangerous game environment
- Experience driving 4x4 vehicles
- Excellent people skills (ability to be around people the majority of the time)
- Good organizational skills
- FGASA would be advantageous
- South African citizen or valid work permit

Applicant needs to be in possession of a First Aid Qualification and PDP, or have the ability to obtain both urgently. Coordinator will be based at the Volunteer Accommodation, on Samara. Coordinator will work on a cycle system (7 weeks on, 3 weeks off). Position Start date: **01 June 2014**.

Please send a CV, with 2 contactable referees, and a motivation to [volunteer@samara.co.za](mailto:volunteer@samara.co.za)

Short-listed applicants must be willing to undergo a telephonic interview, as well as be available for an interview at Samar. Only short-listed candidates will be contacted. Samara Private Game Reserve reserves the right not to fill this position should a suitable candidate not be found.