

## GLOBAL TRAINING PROGRAMME

### FORM 1 APPLICATION FORM: GLOBAL TRAINING PROGRAMME


REFERENCIA:EHU33

CORPORATIVE INFORMATION			
Name of the company		SANCCOB	
Contact Person		Melissa Knott	Email:
Location	Country	South Africa	
	City	Cape Town	
	Address	22 Pentz Drive, Table View, Cape Town, 7441	
Sector		Conservation	
PROPOSED INTERNSHIP INFORMATION			
Number of trainees to host (in case you want more than 1 trainee, indicate the different departments where they will work)		We can host multiple trainees in our Seabird Rehabilitation program; with our Penguin Nursery and Chick Rearing Unit programme we have a limited number of interns at a time. We would be happy to host the following: Seabird – 4 Penguin Nursery - 2 Chick Rearing Unit - 2	
Extension time (extra months and salary) OPTIONAL  SEE DOCUMENT: "FORM 2_Global Training 2023 extension preliminary agreement"	Extra months	As a Non-Profit Organization we are unable to offer a salary to interns. We would be happy for them to extend their stay but would not be able to compensate them.	
	Monthly payment for extra months (between 0-1600€/month)	N/A	
INTERNSHIP/PLACEMENT INFORMATION			
Department		Seabird Rehabilitation / Penguin Nursery / Chick Rearing Unit	
Description of project/activities		Please see below a full description of each program under the 'A BRIEF EXPLANATION of MAIN PROJECTS' section.	
COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS			
Requested profile(s) information (Studies, previous experience, language skills, other skills...)	Studies	No previous experience or studies are required as they will be trained on all the required skills during the internship.	
	Language skills	A good understanding of English is required.	
	Other (professional experience, software, other skills...)		
Other commentaries		Characteristics required for all our programs: <ul style="list-style-type: none"> <li>• Trustworthy</li> <li>• Have a systematic approach</li> <li>• Attention to Detail</li> <li>• Strong sense of initiative</li> <li>• Excellent communication skills</li> </ul>	

	<ul style="list-style-type: none"> <li>• Good Problem solving skills</li> <li>• Compassionate, gentle and caring</li> <li>• Ability to follow SANCCOB's protocols</li> <li>• Ability to multi-task and perform tasks in order of importance and priority</li> <li>• Work Under Pressure</li> <li>• Previous experience working with birds is desirable but not essential</li> <li>• Ability to direct other interns and delegate tasks</li> </ul>
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COMPANY/INSTITUTION	SIGNATURE	DATE
REPRESENTATIVE: Sharnay Wagner Education Supervisor		14 May 2024

## INFORMATION ABOUT THE COMPANY/INSTITUTION

<b>LOGO</b>	
<b>WEBSITE</b>	www.sanccob.co.za
<b>INFORMATION ABOUT THE CITY AND THE AREA WHERE THE COMPANY/INSTITUTION IS LOCATED</b>  (General information about SECURITY, ACCOMODATION, PUBLIC TRANSPORT...)	<p>The facility is situated in the suburb of Table view, Cape Town. We don't provide accommodation; however we do have a recommended accommodation list which previous volunteers and interns have stayed at that we can send to the interns. We are in walking distance of the MyCiti bus route which is a very safe and reliable means of transport in and around the Cape Town area. Uber is the means of transport that we provide for our CRU interns to and from work as their shifts can be either an early morning or late evening shift. The facility is situated in a safe area; we do also have security protocols and measures in place as well at the facility.</p>
<b>GENERAL INFORMATION ABOUT THE COMPANY/INSTITUTION</b>	<p>SANCCOB is a 55 year old non- profit, non- government funded organization run completely on donations and immensely helped by volunteers and the general public. We are globally recognized as one of the top 10 oil response organizations. We are also the first organization in the world to successfully Hatch, rear and release the endangered African penguin. Our organization has also handled the largest animal rescue event in human history with the Treasure oil spill in 2000, rescuing over 40 000 seabirds.</p> <p>We, on average receive 2 500 patients per year which range between 24-28 different seabird species, since the program has started we have received 50 different seabird species and successfully rescued and released over 100 000 birds and counting.</p>
<b>SIZE OF THE COMPANY (EMPLOYEES)</b>	<p>We have various departments at the facility; in total we have around 24 employees. Our interns are seen as an extension of our staff and assistance with the day to day running of the facility and care of the seabirds.</p>
<b>NUMBER OF PEOPLE AT THE DEPARTMENT WHERE THE TRAINEESHIP WILL TAKE PLAKE</b>	<p>It would be dependent on the internship program. With our seabird rehabilitation we have on average 10-15 interns at a time, we also have four full time rehab staff, our onsite veterinarian and rehabilitation manager.</p> <p>With our CRU and NUR departments we have two staff member that supervise the two departments with the assistance of our veterinary team; on average we have 4-5 interns in each unit at a time.</p>
<b>MAIN ACTIVITY OF THE COMPANY/INSTITUTION</b>	<p>The Southern African Foundation for the Conservation of Coastal Birds (SANCCOB) is a registered non-profit organization (NPO 003-134) whose primary objective is to reverse the decline of seabird populations through the rescue, rehabilitation and release of ill, injured, abandoned and oiled seabirds.</p>
<b>A BRIEF EXPLANATION OF MAIN PROJECTS</b>	<p><b>Seabird Chick Rearing Unit Internship:</b> This 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. 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.</p> <p><b>Penguin Nursery Unit:</b> 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.</p>

	<p><b>Seabird Rehabilitation program:</b></p> <p>This course has been developed to prepare participants for a career in bird rehabilitation and conservation. Interns have the opportunity to work with a variety of seabirds. Depending on the length of your internship, you will learn intermediate to advanced hands-on skills seabird rehabilitation techniques as well as be introduced to other areas such as basic laboratory work, centre management, education and training of others.</p>
<p><b>PREVIOUS COLLABORATION IN INTERNSHIP/TRAINING PROGRAMMES?</b></p>	<p>Our facility offers unpaid volunteer internship programs throughout the year. In 2021-2022 we hosted two Global training interns at our centre. We have also hosted interns from programmes in South Africa in collaboration with Nature Connect and First Rand.</p>
<p><b>OTHER COMMENTARIES</b></p>	<p>We have previously received interns from Global training and the university of del Pais Vasco. We look forward to hosting more interns within this year and to continue the collaboration</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 organization 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. In over 50 years, SANCCOB has treated around 105 000 seabirds. In a non-spill year, SANCCOB treats up to 2 500 seabirds, of which approximately 1000 - 1 500 are African penguins. Other seabirds treated by SANCCOB include various Cormorant species (including the endangered Bank and Cape cormorant), the endangered Cape gannet, various species of terns; pelagic birds such as albatrosses and petrels, oystercatchers, gulls, pelicans and other coastal seabirds that are found in the region. On average, SANCCOB admits between 24 and 30 different seabird species for rehabilitation per year.”

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!

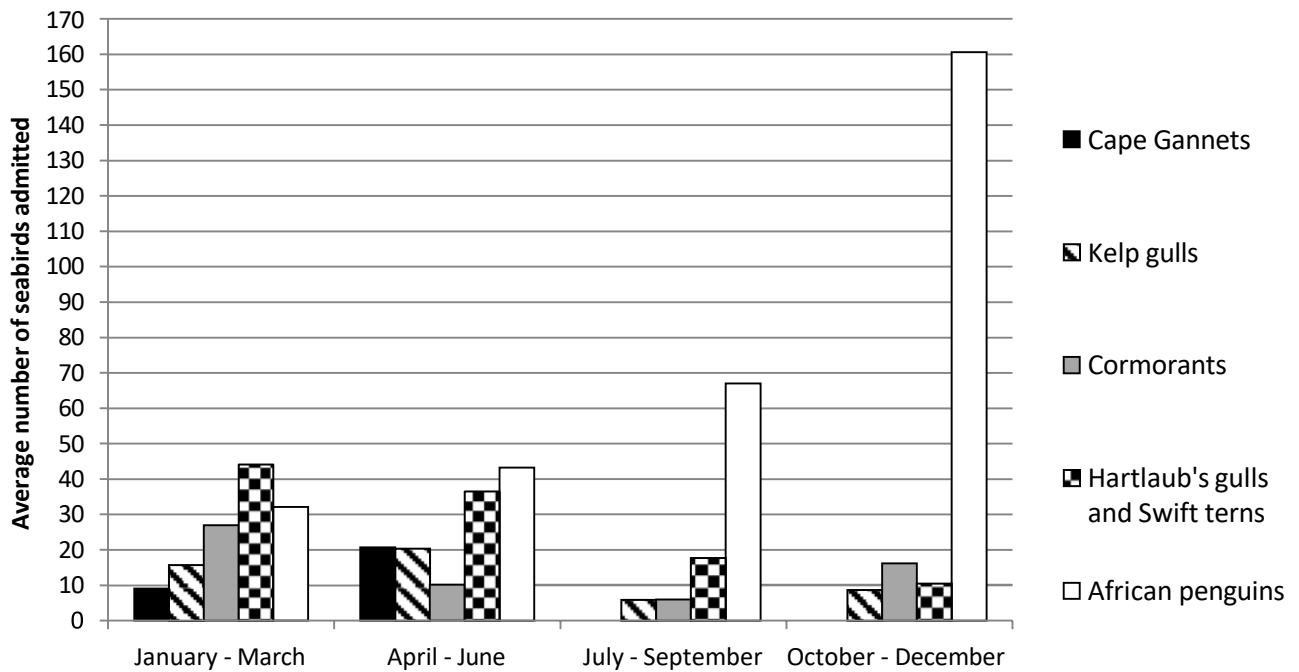
### WHAT IS THE BEST TIME OF THE YEAR TO COME TO SANCCOB?

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
Cape 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
- 🐧 Assisting in evaluating the waterproofing of feathers in African penguins
- 🐧 Observing seabird necropsies
- 🐧 Participation in the release of rehabilitated seabirds
- 🐧 Evaluating of basic blood results (packed cell volume, buffy coat and total protein)
- 🐧 Assisting in taking blood sample (bleed from foot vein) of African penguins – *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
  - Cleaning Station – 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.**

## 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.

*\*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 R7000.00 and the 6-month internship costs are R8000.00. A volunteer who has completed our International Volunteer Programme is 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.



# INFO PACK

## NURSERY INTERNSHIP PROGRAMME

### (Table View centre)



### ABOUT SANCCOB

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### *Programme description*

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The Seabird nursery internship has been developed to equip you with chick husbandry skills for a career in captive breeding or seabird chick rearing. The internship is structured with a mentored training programme and 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.

Length: 3 or 6 months

Hours of work: 5 days per week (including weekends & public holidays) from 7:45am to

5pm\* Reporting to: Chick rearing unit supervisor

*\*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.*



## ***Intern job description***

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*The Penguin Nursery internship is focused on caring for bigger chicks, usually weighing 1.3kg 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:

- Identify problem areas and report them immediately
- Handling and feeding African penguin chicks (over 1.3kg)
- Maintaining a high level of hygiene and cleanliness within the Penguin Nursery
- Weighing of chicks
- 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
- Evaluating of basic blood results (packed cell volume, buffy coat and total protein)
- Assisting in evaluating the waterproofing of feathers in African penguins
- Assisting in wound care and bandaging techniques for different seabird species – *6-month interns only*

## ***Characteristics required***

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- Trustworthy
- Have a systematic approach
- Attention to detail
- Strong sense of initiative
- Excellent communication skills
- Good problem-solving skills
- Compassionate, gentle and caring
- Ability to follow SANCCOB's protocols
- Ability to multi-task and perform tasks in order of importance and priority
- Work under pressure
- Previous experience working with birds desirable though not essential
- Ability to direct other interns and delegate tasks



## 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.

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African penguins	January - May	Abandoned eggs
Cape 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

## COSTS AND BENEFITS

- International Participants: The cost of the 3-month internship is R2000.00 and the 6-month internship costs are R3000.00. 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
- Upon acceptance into the programme, all interns (local and international) 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.
- 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 English 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 that all internships have a one-month probation period.

## 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

Each intern will receive a training plan that will include an outline of the internship, with goals, action dates to complete these goals and action points to be completed over the six months; this will be done with the support of the CRU supervisor who will be your mentor; and the Volunteer Coordinator.



## SANCCOB

### *Chick rearing internship*



**The Southern African Foundation for the Conservation of Coastal Birds (SANCCOB)** was established in 1968 and is a non-profit organization 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. In over 50 years, SANCCOB has treated around 105 000 seabirds. In a non-spill year, SANCCOB treats up to 2 500 seabirds, of which approximately 1000 - 1 500 are African penguins. Other seabirds treated by SANCCOB include various Cormorants species (including the endangered Bank and Cape cormorant), the endangered Cape gannet, various species of terns; pelagic birds such as albatrosses and petrels, oystercatchers, gulls, pelicans and other coastal seabirds that are found in the region. On average, SANCCOB admits between 24 and 30 different seabird species for rehabilitation per year.”

#### *Programme description*

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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.

The Seabird Chick rearing internship is not as physically demanding as the other Seabird internship programmes, however, you need to be focused, self-motivated, compassionate, and highly observant. Be aware that the environment you will work in is quiet and solitary by nature.

Length: 6 months (minimum)

Hours of work: Shifts (morning 05:30 - 14:30 or afternoon 13:30 - 21:30), 5 days per week (including weekends and public holidays)

Reporting to: Chick rearing unit supervisor

#### *Intern job description*

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- Maintaining a high level of hygiene and cleanliness within the Chick rearing unit
- Weigh chicks and calculate 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)
- Admit and monitor eggs during incubation and hatching (weighing, candling, measuring and egg buddy)
- Work independently as well as part of a team in the Chick rearing unit
- Basic training of other Chick rearing Unit interns
- Identifying behaviour in chicks to determine health status
- Temperature control
- Identify problem areas and report them immediately

### *Characteristics required*

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- Trustworthy
- Have a systematic approach
- Attention to detail
- Strong sense of initiative
- Excellent communication skills
- Good problem-solving skills
- Compassionate, gentle and caring
- Ability to follow SANCCOB's protocols
- Ability to multi-task and perform tasks in order of importance and priority
- Work under pressure
- Previous experience working with bird's desirable though not essential
- Ability to direct other interns and delegate tasks

### *Characteristics required Costs and benefits*

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- 📄 International Participants: The cost of the 6-month internship is R3000.00. A volunteer who has completed our International Volunteer Programme is 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



Each intern will receive a training plan that will include an outline of the internship, with goals, action dates to complete these goals and action points to be completed over the six months; this will be done with the support of the CRU supervisor who will be your mentor; and the Volunteer Coordinator.

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