

MacRitchie Volunteer Programme



Interested parties can contact:

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1. Objectives

(i) Clean & Safe Reservoir & Park

To make MacRitchie Reservoir and its park a safe and clean place for all park users to enjoy

(ii) Education

To educate the public on the history of MacRitchie Reservoir, the facilities, the source of water, etc so that public can appreciate and value the water.

(iii) Organise events / tours

In line with the second objective to educate the public, guided tours will be organised in the reservoir park and the reservoir to enhance the public's understanding of MacRitchie Reservoir and its nature surrounding.

2. Involvement

Volunteers can lend support in many different ways, such as:

1. Advising the public on the dos and don'ts and proper usage of the Reservoir Park facilities and providing assistance to Park visitors and users related to amenities within the Reservoir Park by becoming our **VOLUNTEER RANGER**.
2. Providing information on the history and interesting facts related to MacRitchie Reservoir & its surrounding by becoming our **VOLUNTEER GUIDE**.
3. Submit interesting photos and articles about MacRitchie Reservoir & its surrounding by becoming our **VOLUNTEER PHOTOGRAPHERS / WRITERS / DESIGNERS**.

3. Requirements

As a volunteer, you are expected to be :

- Be responsible and committed.
- Be self-motivated to build up knowledge about the MacRitchie Reservoir and its surrounding.
- Enjoy meeting people and sharing knowledge with others.
- Enjoy working outdoors.

Prior experience and specialised knowledge or skills are not required, as basic on- the- job trainings or formal trainings will be provided.

4. Commitment Level

Each term of service lasts for a year and volunteers will be evaluated based on their commitment level. Management will then decide whether to upgrade the volunteer's participation for another term.

5. Training

Training on first aid, how to approach the public, hotlines to call, history of the MacRitchie Reservoir, dos & don'ts, rules & regulation of the reservoir park, its flora and fauna etc will be given.

a) Orientation

Potential volunteers are invited to attend a half-day volunteer orientation session at MacRitchie Reservoir (held at least once a year) to get an overview of the area.

b) Staff Support

PUB Staff will support volunteer by providing the information and resources necessary to perform the assigned area of service.

Volunteer Ranger will also patrol together with PUB ranger during the course of work.

6. Volunteer Conduct

For the volunteer programme to be a success, it needs the support of the volunteers by:

- Be polite when approaching or talking to the other park users.
- Working in harmony with PUB staff and fellow volunteers
- Leading by examples by observing the Reservoir Park rules and regulations.
- Display their Volunteer Passes while on duty.
- No interacting with the media or magazine journalist/editors in the capacity as a volunteer unless prior approval has been given.

7. Appointment

a) Issue of Volunteer ID Card and Duty Pass

A Volunteer ID Card and Duty Pass will be issued after the volunteer has attended the orientation and embarked on his/ her service. The pass is valid for a year and renewal of the pass is subject to observation of the volunteer etiquette.

b) Termination/ Volunteer Resignation

PUB reserves the right to terminate the service of a volunteer who fails to meet the basic standards of professionalism or who do not comply with the volunteer etiquette.

In the event that a volunteer is terminated or resigned, the volunteer ID card/ duty pass must be returned to PUB.

8. Volunteers Opportunities

Please refer to Annex A below.

Annex 1

Volunteer Opportunities

1. VOLUNTEER RANGER

Help to advise the public and park users on the dos and donts and the proper usage and regulation of the Reservoir Park facilities and provide assistance to the public and park users.

- Learn about the roles and responsibilities of a PUB Ranger
- Patrol together with our PUB Ranger and help to advise the public on the dos and donts and proper usage of the Reservoir Park facilities and providing assistance to Park visitors and users.

Work environment and things to note:

The rangers will be patrolling walking around the reservoirs park. Dress lightly and comfortable walking shoes. Bring water and an umbrella or raincoat.

Trainings:

- There will be formal training sessions on patrolling, dealing with public, the rules and regulations of the reservoir park.
- Upon completion of training, you are required to join at least 6 on-the-job sessions with experienced PUB Rangers on the actual patrols.
- After which, Volunteer ranger will partner with one PUB Ranger on a roster to conduct the patrol.

2. VOLUNTEER GUIDES

Help to educate the public and park users on the history and the beauty of MacRitchie Reservoir and park.

- Providing information on the history and interesting facts related to MacRitchie Reservoir & its surrounding by conduction regular guide around the reservoir park.

Work environment and things to note:

The tour will be around the reservoir park and the boardwalk. Dress lightly and comfortable walking shoes. Bring water and an umbrella or raincoat.

Trainings:

- There will be formal training sessions on the history of MacRitchie Reservoir and park facilities, our structures e.g dam, valves tower and also the hydrological instruments in our pumping station such as the rain gauges, the pan etc.
- Upon completion of training, there will be half day site orientation by our experienced PUB site officers around the reservoir park, boardwalk and reservoir.
- After which, Volunteer guide will conduct tour around the reservoir park on a regular basis.

3. VOLUNTEER PHOTOGRAPHERS / WRITERS / DESIGNERS

Turn your hobbies into contributions to MacRitchie Reservoir community

a) Photography

Shutterbugs are welcomed to help us enhance our slide/ digital photo collections on various themes about MacRitchie Reservoir and its surrounding areas. These are use for our publications and educational materials. Photographers are also needed at events and outings.

Volunteers will use their own camera equipment.

b) Writing

Volunteers with writing skills can assist with the production of interpretative and prohibitive signages, brochures, educational materials, feature articles, etc.

c) Design

Artistic and creative minds can help to create illustrations and artwork for our interpretative and prohibitive signages, brochures, educational materials, etc.