



JOB DESCRIPTION FORM

SECTION 1 - OFFICE IDENTIFICATION		EFFECTIVE DATE OF DOCUMENT
ORGANISATION Western Australian Museum	CLASSIFICATION Level SC3	OFFICE No.
DIVISION Collections and Research BRANCH Terrestrial Zoology	TITLE Research Scientist – Terrestrial Zoology	
		SALARIES AGREEMENT/AWARD Public Service Award 1992/Public Service and Government Officers General Agreement 2011

SECTION 2 - CONTEXT

Western Australian Museum profile

- Approximately 220 staff
- 8 Museums (Perth, Maritime Museum, Shipwrecks Gallery, Fremantle History Museum, Albany, Geraldton, Kalgoorlie and Samson House)
- Collection and Research Centre - Welshpool
- Approximately 4 million objects in the Museum's collections valued at around \$205 million
- Commercial operations including 6 shops
- An operating budget of approximately \$19 million

The Collections and Research Division is responsible for the areas of collection development, acquisitions, research, and curating exhibitions across a range of academic disciplines including the natural sciences and humanities, supervising tertiary student's studies and authoring publications. The Division is responsible for the administration of several Acts of Parliament and sites of significance, and the repatriation of Indigenous human remains and secret sacred objects.

The Division is also responsible for delivering the content, concepts and objects for exhibitions in the proposed new museum development.

The Division currently comprises seven academic departments:

- Aquatic Zoology
- Terrestrial Zoology
- Earth and Planetary Sciences
- History
- Anthropology & Archaeology
- Maritime Archaeology
- Maritime History

This position is located in the Terrestrial Zoology department.

The Department of Terrestrial Zoology at the Western Australian operates a vibrant research program aimed at better understanding the wealth of biodiversity existing in Western Australian and nearby regions. Funds recently secured from industry have allowed the establishment of a Molecular Systematics Unit at the Western Australian Museum, including a SC3 research scientist to manage the facility.

SECTION 3 – ROLE OF POSITION		EFFECTIVE DATE OF DOCUMENT
TITLE Research Scientist – Terrestrial Zoology	CLASSIFICATION Level SC3	OFFICE No.

This position is located within the Department of Terrestrial Zoology, and will work closely with research staff within the departments of Terrestrial Zoology and Aquatic Zoology to deliver the required outcomes.

The key responsibilities or prime functions of the position are to:

- Manage the molecular systematics laboratory, including maintenance of staff, managing equipment and ordering of supplies
- Undertake systematic and phylogenetic research into selected animal taxa using molecular methods and to publish the results in high-quality peer-reviewed journals
- Collaborate with other museum curators to obtain funding to undertake additional research projects
- Collaborate with other museum curators to publish the results of collaborative research projects in high-quality peer-reviewed journals
- Maintain and enhance the collections of tissues stored in the Western Australian Museum suitable for molecular analysis, in collaboration with other curators
- Assist other curators in the analysis of molecular data sets
- Work as part of a team to provide advice to Western Australian government departments and to industry interpreting results of molecular analyses
- Co-supervise post-graduate students at local universities

SECTION 4 - STATEMENT OF DUTIES

EFFECTIVE DATE OF DOCUMENT

TITLE Research Scientist – Terrestrial Zoology	CLASSIFICATION Level SC3	OFFICE No.
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BRIEF SUMMARY OF DUTIES TO BE PERFORMED LISTED IN DESCENDING ORDER OF IMPORTANCE

Duty No.	Details	Freq.	%
	<p>Management and Research Manage the Molecular Systematics Unit, including maintaining equipment and ordering of stores and chemicals</p> <ul style="list-style-type: none"> • Supervise and direct laboratory staff • Liaise with other museum curators to develop and fund collaborative research projects • Liaise with industry clients to develop and fund collaborative research projects • Liaise with external grant agencies to develop and fund collaborative research projects • Provide advice to Western Australian government departments and industry with issues dealing with molecular systematics • Undertake research into the molecular systematics and phylogeny of selected animal taxa • Prepares detailed reports, including manuscripts for submission to scholarly journals, on research results • Supervise post-graduate students 	D D O O O O R O O	80%
	<p>Technical</p> <ul style="list-style-type: none"> • Maintains laboratory equipment • Orders equipment, stores and chemicals 	D R	10%
	<p>Public Programs</p> <ul style="list-style-type: none"> • Provides information to the public as directed 	O	5%
	<p>Other Duties</p> <ul style="list-style-type: none"> • Other duties as directed having regard for the skills, knowledge and abilities of the employee 	R	5%

FREQUENCY: D-Daily; W-Weekly; F-Fortnightly; R-Regularly; O-Occasionally; A-Annually

SECTION 6 - SELECTION CRITERIA

TITLE
Research Scientist – Terrestrial Zoology

CLASSIFICATION
Level SC3

OFFICE No.

EACH CRITERION TO SPECIFY WHETHER ESSENTIAL OR DESIRABLE

ESSENTIAL PRE-EMPLOYMENT REQUIREMENTS**Requirements are verified prior to confirmation of appointment**

- A tertiary degree in Biology is essential. Preference will be given to those applicants with a post-graduate degree or equivalent experience, preferably a Ph.D.
- For appointment on a casual or fixed term basis a relevant work visa must be held if not an Australian citizenship or permanent resident of Australia (if not currently held, must be acquired prior to commencement at applicant's expense).
- Valid and current Western Australian C (car) class motor drivers licence, or equivalent may be required
- Police clearance

ESSENTIAL SELECTION CRITERIA

Please address the following five criteria in your application

1. Demonstrated sound knowledge of the operation and maintenance of a molecular laboratory.
2. Demonstrated significant knowledge and experience in publishing scientific papers in peer-reviewed journals on the subject of molecular systematics.
3. Proven ability to work in a team environment and liaise external clients and with government agencies.
4. Demonstrated ability to complete major projects.
5. Highly developed communication, interpersonal and negotiating skills including the ability to work with funding agencies.

SECTION 7 - REPORTING RELATIONSHIPS

TITLE Research Scientist – Terrestrial Zoology	CLASSIFICATION Level SC3	OFFICE No.
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Title:	Executive Director
Classification:	Collections and Research L9

Responsible to

Title:	Head of Department Terrestrial Zoology
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Responsible to

THIS OFFICE

Senior Curator SC4 Senior Curator SC4 Senior Curator SC4 Curator SC3 Curator SC2 Technical officer L3 Research Officer SC3 Research Officer SC2 Research Officer SC2 Research Officer SC2
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Offices under <u>direct</u> responsibility		
Title:	No. of FTE's supervised and controlled	Classification:

