# ABOUT THE WESTERN AUSTRALIAN MUSEUM

The WA Museum’s mission is to inspire curiosity to explore the past, question the present and shape the future.

Our work is diverse and collaborative; it is local, national and global. We aspire to be valued, used and admired by all Western Australians and the world.

WA Museum manages eight locations throughout Western Australia, including the award winning Boola Bardip in Perth Cultural Centre. We have a team of dedicated curators undertaking a wide range of research and caring for more than eight million objects for the benefit of future generations.

The Museum is a Statutory Authority within the Department of Creative Industries, Tourism and Sport (CITS).

Respectful Inclusive Accountable Enterprising

Recognition of Aboriginal

and Torres Strait Islander peoples as the First Peoples of Australia

**OUR VALUES**

Inspiring curiosity to explore the past, question the present

and shape the future.

**OUR MISSION**

# ORGANISATIONAL PILLARS

**1**

**2**

**3**

**4**

An informed and engaged community working together for a better future.

**OUR VISION**

|  |  |  |  |
| --- | --- | --- | --- |
| Sustainability | At the Heart of the Community | Aboriginal and Torres StraitIslander Peoples | State-wide |

**DETAILS OF THE POSITION**

## Position Title

Project Co-ordinator (Marine Biodiversity)

**Classification Level** Level 5 (5) **Directorate**

Science

## Physical Location(s)

 Collections and Research Centre,

 Welshpool

**Position Number**

16909

## Award/Agreement

Public Service Award 1992 / PSGO CSA GA

**Branch/Team**

WA Museum

# REPORTING RELATIONSHIPS

## Position reports to

Director of Science, L8

## Positions reporting to this position

* Project Officer (Marine Biodiversity)

# PURPOSE OF THE POSITION

The position will be responsible for the co-ordination of the Present-Day Ecosystems project based at Exmouth Gulf that forms the basis of the ongoing partnership with Woodside Energy. This will involve coordinating Traditional Owner consultation, a meta-analysis of existing Present Day Ecosystems collections held at the WA Museum, supervising fieldwork logistics, and the gathering of new specimens and data through field trips to the northwest of WA.

# STATEMENT OF DUTIES

* Manage the delivery of the Present-Day Ecosystems project with the Aquatic Zoology team at the Museum in partnership with Woodside Energy.
* Co-ordinate with the Museum Aquatic Zoology Curators and Collection Managers in developing appropriate sampling protocols and identifying target species, locations and potential methodology relevant to the project.
* Review the Natural Science collections and undertake a Biodiversity audit relevant to the primary project sites that produce species distribution data from various historical data sources and the primary literature.
* Develop a workflow for accessioning major faunal groups into the Natural Science collections from unregistered specimens held at WA Museum.
* Manage reporting of project metrics to the Oversight Committee.
* Initiate the publication of scientific manuscripts from data collected during the Biodiversity Audit and other field-related activities.
* Supervise staff and volunteers assigned to the project in the accessioning of unregistered material, database management, and fieldwork, where necessary.
* Co-ordinate fieldwork where necessary, which will include the planning of fieldwork logistics.
* Work closely with the Foundation of the WA Museum staff in communicating major milestones and outcomes from the project.
* Other duties as required with respect to the scope of the position.

# WORK RELATED REQUIREMENTS

## Essential

1. Demonstrated knowledge of and experience in the taxonomic identification of the marine fauna of Western Australia, and preferably tropical taxa.
2. Demonstrated project management and co-ordination, including the ability to deliver agreed outcomes in the specified timeframes.
3. Demonstrated well-developed written and verbal communication skills for writing reports and scientific publications, data extraction and analysis, database management and delivering presentations to relevant stakeholders.
4. Knowledge of contemporary museum and curatorial practices, specifically as it relates to Natural Science collection.

##

## Desirable

* Tertiary qualification in Biological Sciences with a major in a relevant discipline.
* Knowledge of relevant Occupational Health and Safety legislation, as it relates to the workplace and fieldwork.
* Considerable experience conducting biodiversity audits of museum collections and field- related activities.
* Experience with producing species distribution maps using GIS software such as ArcGIS or equivalent.

# SPECIAL CONDITIONS

* + A “C”- Class Driver’s License is required.
	+ Scientific Diving qualifications, or willingness to acquire same.
	+ Ability to undertake fieldwork away from Perth.
* Position is required to work onsite and is not subject to regular and ongoing work-from home arrangement.

# APPOINTMENT IS SUBJECT TO

* Eligibility to Work in Australia.
* A current (within six (6) months) National Police Clearance Certificate.