



JOB DESCRIPTION FORM

SECTION 1 - OFFICE IDENTIFICATION

ORGANISATION: PERTH ZOO DIRECTORATE: LIFE SCIENCE SECTION: LIFE SCIENCE	EFFECTIVE DATE OF DOCUMENT: November 2017 CLASSIFICATION: Level 4 POSITION NUMBER: 900135 - 900150 TITLE: Senior Technical Officer Zoology ANZSCO CODE: 234518 SALARIES AGREEMENT/AWARD: GOSAC Award 1989 & Public Services & Government Officers General Agreement 2014
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SECTION 2 - REPORTING RELATIONSHIPS

Title:	SUPERVISOR ZOOLOGY
Classification:	LEVEL 5



Responsible To

THIS OFFICE



Responsible To

Offices under <u>direct</u> responsibility		
Title:	Classification:	Number of FTE's Supervised
Technical Officer Zoology	L1 - 2	Up to 9

SECTION 3 - KEY RESPONSIBILITIES

This position is responsible for delivering a high level of animal care, husbandry and health monitoring for a broad range of taxa. The position also provides mentoring for junior staff and support to Supervisors in planning; coordination and delivery of projects; and research to meet the operational and conservation objectives of the section.



SECTION 4 - CONTEXT AND SCOPE

Our Vision

A world where diversity of species and habitats is secure

Our Purpose:

To inspire and act for wildlife conservation

We are committed to:

Excellent Animal Care: world leading standards for animals in our care

Excellent Customer Service: the best possible experiences for visitors, colleagues and partners

Collaboration and Partnerships: integrating our efforts and working with others

Innovation and Creativity: supporting and fostering ideas to improve our work

Integrity and Ethical Practice: strong corporate governance; honesty; and openness

Respect: valuing visitors, colleagues and our stakeholders

Environmental Responsibility: minimising the use of finite resources and Perth Zoo's impact on our environment

Social Responsibility: delivering social improvements by connecting people with wildlife and Perth Zoo

Learning and Knowledge: building knowledge through research and professional experience

ROLE OF SECTION

The Life Sciences Directorate aims to provide the highest possible levels of health care, welfare, husbandry, species management and exhibit management for the animals under the Zoo's care. This enables Perth Zoo to achieve its objectives in community education and awareness, species management and wildlife conservation.

ROLE OF POSITION

The role of this position is to work as a senior member of the section team providing the highest level of care, husbandry and health monitoring of a broad range of taxa in the Perth Zoo collection. This work will be under general direction but often unsupervised. This position contribute to projects which may involve problem solving and a research or analytical focus. These tasks vary in scale from individual animal welfare to social group management and breeding programs, through to *ex-situ* population management at a regional or international level.

SECTION 5 - SUMMARY OF DUTIES

Outcome: Animal Husbandry

1. Conducts zoo animal husbandry duties to a high level of competency, as defined by Perth Zoo Standard Operating Procedures (SOPs) and policies.
2. Develops diets, routines, procedures, husbandry manuals and SOPs as required.
3. Oversees the daily care and husbandry of the section's animals to ensure appropriate standards are maintained and provides daily updates to the Supervisor.
4. Assists the Supervisor/Curator in the development and review of section policies.

Outcome: Animal Health and Wellbeing

1. Liaises with the Supervisor, Curator Operations and Vet Department and advises on animal diets, the administration of medication, testing and monitoring of the condition of animals.
2. Coordinates the development and maintenance of operant-conditioning regimes and husbandry of animals on the section following Supervisor consultation.
3. Provides a high level of accuracy of reports, analyses records and monitors animal health and wellbeing using established record keeping tools.



Outcome: Exhibit Maintenance and Design

1. Takes a leading role in advising on the review, planning, development and design of exhibits and enclosures.
2. Maintains enclosures to the highest standard of presentation for animal welfare, staff safety and public viewing.

Outcome: Species Management

1. Supports the Supervisor, and Curators with planning and management of the collection. Assists with the coordination of animal transactions in conjunction with Supervisor, Curator Collections, veterinary staff and the Animal Records Officer. Contributes to the development and achievement of regional species management recommendations. This may include a position in species management as a part of the Australasian Species Management Program.

Outcome: Collaborative Relationships are supported that enable effective teamwork and the conservation work of Perth Zoo

1. Assists in the coordination and progression of approved *in-situ* conservation activities for the section as required.
2. Maintains relationships as required with local, national and international stakeholders on conservation and management of the species held in the Perth Zoo collection.
3. Actively builds community participation with Zoo conservation programs through interaction with Zoo visitors.
4. Promotes and encourages a team culture that values diversity and enables people to develop and work effectively together to achieve the sections goals and targets.
5. Develops and maintains effective relationships and collaboration to ensure the successful delivery of general, school and community group talks, formal and informal media presentations, and behind the scenes tours consistent with Perth Zoo's intent to inspire visitors to take action to conserve wildlife and build understanding and respect for wildlife.

Outcome: Research

1. As required by operational objectives, assists in the coordination and progression of approved research activities for the section.
2. Assists in the analysis of research needs for and development of research projects by the section as required.

Outcome: Sectional Resource Management

1. In the absence of the Supervisor manages the daily running of the section as directed.
2. Trains Technical Officers and monitors work experience students and/or Interns according to Zoo policy, routines and SOPs.
3. Mentors Technical Officers in areas required for their professional development.
4. Undertakes a role in the development and implementation of section operational plans and runs special projects such as planned breeding programs or upgrades and redevelopment of small exhibits.
5. Follows department SOPs and the Zoo's procurement policies for goods required for the round and monitor quality of section purchases.
6. Assists in the rostering of Technical Officers to meet daily needs, Zoo events and functions as required.
7. Assists with the coordination of section maintenance through work order prioritisation as required.



Outcome: A positive work environment

Contributes to the promotion of a workplace culture that supports:

1. Conservation and biodiversity goals
2. Diversity and employment development
3. Best practice occupational safety and health standards
4. An environment free from discrimination and harassment
5. Customer service objectives
6. Ethical decision making

SECTION 6 - SELECTION CRITERIA

Perth Zoo is a commercial conservation organisation with a strong focus on community engagement, research, learning & development. As a values driven organisation Perth Zoo is committed to wildlife conservation and a workplace that delivers environmental sustainability, equal opportunity and safe practices.

We are looking for someone who is committed to supporting and upholding our organisational values in the achievement of the Zoo's objectives.

Within this context, the successful applicant will demonstrate an ability to apply the following knowledge and skills to this role:

ESSENTIAL

1. Certificate III in Zoo Keeping or Captive Animal Management or equivalent.
2. High level knowledge of animals, their biology and ecological threats.
3. Extensive experience in husbandry, observation and management of animals in a zoo or similar environment.
4. Demonstrated capacity to mentor staff to work effectively with internal and external stakeholders and to communicate well across an organisation.
5. Demonstrated understanding of the ability to apply the principles of safety in the workplace.
6. Experience in planning and coordinating activities and/or projects in a zoo or similar environment.
7. Experience in the active support of conservation and the communication of a conservation and biodiversity ethos to the public.

DESIRABLE

- 1 Knowledge of and commitment to conservation consistent with the role of Zoos.
- 2 Tertiary qualification in a relevant discipline.
- 3 Experience in supporting or conducting research projects.
- 4 Experience as a Regional Studbook Keeper or Species Coordinator.



SECTION 7 - APPOINTMENT FACTORS

LOCATION:

SOUTH PERTH

ALLOWANCES/SPECIAL CONDITIONS

State allowances and conditions applicable.

Pre-employment medical

National Police Clearance

SPECIALISED EQUIPMENT OPERATED

Specify type of equipment, make and model operated.

SECTION 8 - CERTIFICATION

- (i) The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the job.

MANAGER

DATE

DIRECTOR

DATE

1/12/17
1/12/17

- (ii) Checked by:

HUMAN RESOURCES

DATE

1/12/17

- (iii) Approved by:

EXECUTIVE DIRECTOR

DATE

4/12/17

- (iv) As occupant I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

Name (in full) _____

Signature _____

Date _____