



ABOUT THE WESTERN AUSTRALIAN MUSEUM

The Western Australian Museum aims to inspire people to explore and share their identity, environment, culture and sense of place, and to contribute to the diversity and creativity of our world.

The Museum preserves, documents and shares collections relating to the State's natural and cultural heritage. It collaborates with people across Western Australia to share the stories and voices of diverse communities. It works alongside national and international organisations, contributing to global research, promoting life-long learning, and developing and hosting world-class exhibitions.

Established in 1891, it has evolved over the past 130 years to become a vibrant centre of inspiration, learning and enjoyment for all Western Australians, as well as the primary home of the State's natural science and cultural heritage collections.

Today, the Western Australian Museum has seven public locations and provides inclusive spaces where people can explore what it means to be Western Australian. It also has a Collections and Research Centre that houses more than eight million objects which are safeguarded for the benefit of future generations.

The Museum is a Statutory Authority within the Department of Local Government, Sport and Cultural Industries (DLGSC). The Department facilitates lively communities and the economy and the offering of outstanding and inclusive sporting and cultural experiences to local, interstate and international visitors.

MISSION

To inspire and challenge people to explore and share their identity, culture, environment and sense of place, and to experience and contribute to the diversity and creativity of our world.

VISION

To be an excellent and vibrant Museum, valued and used by all Western Australians and admired and visited by the world.

VALUES

- Accountable
- Inspirational, Inclusive and Accessible
- Enterprising and Excellent
- Sustainable
- We recognise Aboriginal and Torres Strait Islander people as the first peoples of Australia.



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MUSEUM**

Department of Local Government,
Sport and Cultural Industries

JOB DESCRIPTION FORM

DETAILS

Position Title

Head of Science

Position Number

13655

Classification Level

7

Award/Agreement

Public Service Award 1992 / PSGOGA

Directorate

Collections and Research

Branch/Team

Collections and Research, Welshpool

Physical Location

Welshpool

REPORTING RELATIONSHIPS

Position reports to

Executive Director, Collections and
Research SCL6

- Head of Department, Aquatic Zoology
SCL3
- Head of Department, Earth and
Planetary Sciences SCL3

Positions reporting to this position

- Head of Department, Terrestrial Zoology
SCL3
- Manager Molecular Systematics Unit
SCL2

PURPOSE OF THE POSITION

This position is responsible for the strategic direction of the WA Museum Functional Area of Science, in particular, by initiating, developing, coordinating and leading multidisciplinary and collaborative curatorial work and research projects, through building robust networks and a focused team, advocating internally and externally a strong strategic focus on delivering the Museum's vision.

The Functional Area of Science brings together the curatorial departments listed above, their core roles being to understand the biodiversity and geodiversity of the State. The WA Museum has developed a major new Museum building (Boola Bardip) in Perth and is engaged in a phase of organisational renewal. Critical to this is the strategic development of its collecting, curatorial and public functions in the area of Science, and ensuring that the Museum is able to adopt a contemporary, future-focused perspective. In particular, the Museum is seeking to establish an innovative approach to developing



its work in this area, incorporating Indigenous values, and ensuring the participation of individuals and communities in contributing to issues of Science.

STATEMENT OF DUTIES

1. Responsible for the leadership, operational planning, management and administration of the Functional Area of Science.
2. Oversee the strategic development and documentation of scientific collections, research activities and collection digitisation.
3. Demonstrate creativity and innovation in integrating scientific research and collections into the Museum's public programs, exhibitions and development priorities.
4. Build capacity and expertise of the scientific staff.
5. Expand and communicate the scientific identity of WA locally, regionally and internationally.
6. Contribute to the planning and the development of productive initiatives that support the Museum's strategic directions and priorities.
7. Develop and implement strategies to attract support from public and private entities for scientific activity and acquisitions.
8. Advise the Senior Management Team regarding this Functional Area of activity.

Other duties as required with respect to the scope of the position.

COMPLIANCE AND LEGISLATIVE KNOWLEDGE

- Comply with the DLGSC Code of Conduct;
- Comply with applicable DLGSC policies and procedures, WA Museum policies and procedures, and relevant appropriate legislation; and
- Meets Occupational Safety and Health, Equal Opportunity and other legislative requirements in accordance with the parameters of the position.

WORK RELATED REQUIREMENTS

Essential



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1. Significant understanding of the potential for museums to contribute to issues of Science through collections, public programs and content development practices.
2. Proven ability to lead, manage and administer multidisciplinary teams, their assets and financial resources.
3. Track record of establishing networks and partnerships with a diverse range of organisations and people.
4. Creative and innovative approach to the development and use of scientific collections.
5. Demonstrable experience of involving individuals and communities in expanding the integration and translation of science in cultural organisations.
6. Strategic thinker, capable of analysing, setting and delivering high-level projects and outcomes.
7. Highly developed organisational skills, including verbal and written communication, problem solving, liaison and negotiation.
8. Demonstrated capacity to work independently and as part of a team, with a commitment to continuous improvement.

Desirable

1. Current driving licence
2. Relevant tertiary qualification.

KEY RELATIONSHIPS/INTERACTIONS

1. Executive Director, Collections and Research.
 2. Head of Culture and Communities, and Head of Collections Management and Conservation departments.
 3. WA Museum creative teams.
 4. Executive Management Team.
 5. State, national and international scientific agencies.
 6. Indigenous, cultural and community networks.
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7. Stakeholders.

8. Public.

KEY CHALLENGES

To deliver high-quality services through:

1. Integrating and translating strategic collection, content and research activities into accessible products to stimulate learning and innovation, including academic, educational and curriculum-based resources, online and physical exhibitions, digital content, and use of social and emerging technologies.
2. Building strategic, value-added relationships with customers, stakeholders and line management.
3. Demonstrating the curatorial process beyond the walls of the Museum.

SPECIAL CONDITIONS

1. Standard Public Service allowances and conditions for field work.
2. Availability to travel intra- or inter-state, when required.
3. Working outside normal business hours, when required

APPOINTMENT IS SUBJECT TO

1. Eligibility to Work in Australia.

TRAINING

1. Complete induction within three months of commencement.
2. Complete any training specific to the role required by Departmental or WA Museum policy.
3. Complete the Department's Accountability and Ethical Decision Making training within six months of appointment.