




# Job Description Form

## 1. Position Details

<b>Position Title</b> Research Scientist – Biodiversity Monitoring			<b>Position Number</b> DBCA3140918
<b>Level/Grade</b>	<b>Specified Calling</b> SCL2	<b>Agreement</b> PSA 1992 / PSCA 2021	<b>Effective Date</b> 29 November 2021
<b>Division</b> Biodiversity and Conservation Science		<b>Branch</b> Fire Science Program	
<b>Section</b>		<b>Location</b> Perth	

## 2. Reporting Relationships

<b>Position Title</b> Executive Director, Biodiversity and Conservation Science	<b>Level/Grade</b> Class 2	 Registered JDF Establishment and Recruitment Officer 29 November 2021						
↑ <b>Responsible to</b>								
<b>Position Title</b> Principal Research Scientist (Fire Science Program Leader)	<b>Level/Grade</b> SCL4	<b>Other offices reporting directly to this office</b> <table border="1"> <thead> <tr> <th>Position title</th> <th>Level</th> </tr> </thead> <tbody> <tr> <td>Senior Research Scientist</td> <td>SC3</td> </tr> <tr> <td>Research Scientist (x3)</td> <td>SC2</td> </tr> </tbody> </table>	Position title	Level	Senior Research Scientist	SC3	Research Scientist (x3)	SC2
Position title	Level							
Senior Research Scientist	SC3							
Research Scientist (x3)	SC2							
↑ <b>Responsible to</b>								
<b>This position</b>								
↑ <b>Officers under direct responsibility</b>								
<b>Position Title</b>	<b>Level/Grade</b>	<b>Approx. no. FTEs supervised</b>						

## 3. Role and Scope

This is a brief outline of the key responsibilities and scope. Scope may include the level of guidance under which the job operates, range of assignments, and influence on results for the work function or program:

Review and develop biodiversity monitoring approaches and analyse associated data related to the effectiveness of fire management, land management, and conservation programs undertaken by the department. Provide advice and publish reports and scientific papers on processes and outcomes.

Individuals undertake their duties and responsibilities in accordance with the department's [Code of Conduct](#), policies and procedures, and relevant Government legislation.

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#### 4. Responsibilities of the Position and Broad Outline of Duties

The proportion of time likely to be spent on each function or duty may, if appropriate, be indicated as a percentage (%).

##### Science duties

1. Reviews biodiversity (i.e., taxa and communities) monitoring approaches and synthesises design features in the context of assessing the effectiveness of management relevant to DBCA.
2. Assesses relevance and effectiveness of biodiversity monitoring approaches and provides options for implementation.
3. Develops approaches to operationalise innovations and techniques to improve efficiency and effectiveness of biodiversity monitoring programs.
4. Assesses departmental monitoring requirements, including metrics, data collection, management and reporting, and recommends approaches to meet requirements.
5. Works collaboratively with regional and science staff to collate and analyse monitoring data.
6. Prepares reports, analyse data and communicate findings through scientific papers and targeted materials.

##### Other

7. Participates in fire management activities that contribute to bushfire suppression and prescribed burning operations commensurate with capability, capacity, training and level of experience.
8. Undertakes other duties as directed.

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## 5. Selection Criteria

In the context of the duties and responsibilities of the position, the following selection criteria apply. All criteria are essential unless specified otherwise.

Applicants should address the following five criteria. These should be addressed in no more than four pages in total.

1. Demonstrated knowledge of contemporary biodiversity monitoring principles and techniques related to conservation and landscape management.
2. Experience in design and development of biodiversity monitoring programs.
3. Advanced data analysis skills as applied to biodiversity monitoring and demonstrated understanding of relevant data management systems.
4. Strong verbal and written communication skills, including preparation of reports and publishing in peer-reviewed scientific journals, and provision of scientific advice.
5. Demonstrated ability to liaise and work effectively with diverse stakeholders to achieve desired outcomes.

The following essential criteria will be assessed at some stage during the selection process. Desirable criteria will be assessed as required:

6. A Bachelor of Science degree in a relevant discipline, or an approved equivalent qualification and relevant experience (essential). (A PhD qualification would be highly desirable).
7. Ability to achieve agreed targets and milestones on schedule
8. Understanding of principles and practices relevant to occupational health and safety, and equity and diversity in the workplace
9. Current “C” Class motor vehicle driver’s license (4WD training and experience desirable).
10. Ongoing willingness and ability to participate in fire management activities that contribute to bushfire suppression and prescribed burning operations commensurate with capability, capacity, training and level of experience (DESIRABLE).

### Values

Our organisational values drive the way we make decisions, interact with each other, and work together to achieve results.

Our five core values — **Integrity, Collaboration, Accountability, Respect** and **Excellence** — represent our commitment to a professional and inclusive workplace culture we can all enjoy. For the purposes of this recruitment process, behaviours that reflect these values are included as **Essential** and/or (as a minimum) **Desirable** selection criteria for this position.

11. Behaviour that reflects **Integrity, Collaboration, Accountability, Respect** and **Excellence** (DESIRABLE).

Information on whether appointment to this position is subject to a satisfactory Working With Children or National Police check is included in Section 6 of this form.

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## 6. Other

<b>Position Status</b> Does the position form part of the permanent structure?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (3 Years)		
<b>Full Time Equivalent (FTE)</b> Full time hours = 1 FTE. Write part time hours as a proportion of 1 e.g. 0.6 FTE if 3 days per week i.e. 60% of full time hours.	1		
<b>Allowances and Special Conditions</b> Applicable allowances and special conditions are checked with an 'x' in the appropriate box.	<input type="checkbox"/> District Allowance	<input type="checkbox"/> North West Leave	
	<input type="checkbox"/> Air Conditioning	<input type="checkbox"/> No Fixed Hours (Rangers only)	
	<input type="checkbox"/> Ranger Leave (Rangers only)	<input type="checkbox"/> Other - Please specify below:	
<b>Specialised Equipment Operated</b> Specify type of equipment e.g. 4WD.			
<b>Working With Children</b> Specify if appointment to this position is subject to a satisfactory Working with Children check – if this position works with children, refer to <a href="http://www.checkwwc.wa.gov.au/checkwwc/WWC+Check/">http://www.checkwwc.wa.gov.au/checkwwc/WWC+Check/</a> for information on whether a check is required. If yes, applicants may be asked to provide a WWC check.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>National Police Check</b> Specify if appointment to this position is subject to a satisfactory National Police check. If yes, applicants may be asked to obtain a <a href="#">National Police Certificate</a> . For more information refer to the department's guidelines on <a href="#">National Police checks</a> .	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>COVID-19 Vaccination</b> An approved COVID-19 vaccination is mandatory for appointment to this position (includes all RFMSD occupations)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>PEOPLE SERVICES BRANCH USE ONLY</b> ANZSCO Code	234313		

## 7. Certification

The details contained in this document are an accurate reflection of position.

Branch/Division Head	Director General
<b>Signature:</b>	<b>Signature:</b>
<b>Date:</b>	<b>Date:</b>