




Job Description Form

1. Position Details

Position Title Technical Officer		Position Number DBCA3154280	
Level/Grade L3	Specified Calling	Agreement PSA 1992, PSC 2022	Effective Date 3 July 2023
Division Biodiversity and Conservation Science		Branch	
Section Marine Science Program		Location Kensington	

2. Reporting Relationships

Position Title Marine Science Program Leader	Level/Grade SC4	Personnel Services Section Registered JDF 10 July 2023 						
↑								
Responsible to								
Position Title Research Scientist	Level/Grade SC 2	<table border="1"> <thead> <tr> <th colspan="2">Other offices reporting directly to this office</th> </tr> <tr> <th>Position title</th> <th>Level</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Other offices reporting directly to this office		Position title	Level		
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↑								
Officers under <i>direct</i> responsibility								

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:

Provides technical and field support for marine monitoring, research, and science communication for the conservation of Western Australia's marine biodiversity under the immediate direction of senior staff.

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 (%).

Monitoring (80%)

1. Undertakes sample/image processing, quality assurance and control, and manages datasets.
2. Maintains field and laboratory equipment.
3. Assists in the implementation of marine monitoring projects.
4. Plans and undertakes fieldwork for marine monitoring.
5. Co-ordinates and trains volunteers and junior technical staff as required.

Advice and Communication (15%)

6. Assists in the publication of scientific results in reports, online platforms and peer-reviewed science journals.
7. Contributes to developing communication products.
8. Provides technical advice on marine research and monitoring.

Other (5%)

9. Participates in fire management activities that contribute to bushfire suppression and prescribed burning operations commensurate with capability, capacity, training, and level of experience.
10. Undertakes other duties as directed by the Marine Science Program Leader.

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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 essential 5 criteria. These should be addressed in no more than three (3) pages in total.

1. Relevant/considerable experience working in teams and providing technical support to marine monitoring and/or research.
2. Working knowledge of marine ecosystems and demonstrated ability identifying tropical and/or temperate fish communities (**Essential**), particularly those present in Western Australian waters (**Desirable**).
3. Demonstrated experience conducting marine science fieldwork (**Essential**), including the use of stereo-video techniques to survey fish communities (**Desirable**).
4. Demonstrated knowledge and ability for developing, managing and cleaning biological datasets, (**Essential**) and using image/video processing software (e.g. EventMeasure and CAL) (**Desirable**).
5. Experience working on boats deploying remote equipment, and rescue SCUBA diving qualifications or equivalent (**Desirable**).

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

6. An ability and willingness to work with Traditional Owners to deliver native title aspirations and goals through joint management, cooperation, or collaborative arrangements.
7. Understanding of occupational, health and safety, and equity and diversity principles and practices.
8. Demonstrated knowledge of benthic marine ecosystems and experience in benthic species identification (Desirable)
9. Coxswain Grade 2 (Near Coastal qualification or higher) (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.

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

Position Status Does the position form part of the permanent structure?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Full Time Equivalent (FTE) Full time hours = 1 FTE. Write part time hours as a proportion of 1 e.g. 0.6 FTE if 3 days per week ie 60% of full time hours.	1		
Allowances and Special Conditions 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:	
Specialised Equipment Operated Specify type of equipment e.g. 4WD.			
Working With Children Specify if appointment to this position is subject to a satisfactory Working with Children check – if this position works with children, refer to http://www.checkwwc.wa.gov.au/checkwwc/WWC+Check/ .	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
National Police Check Specify if appointment to this position is subject to a satisfactory National Police check. For more information refer to the department's guidelines on National Police checks .	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

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7. Certification

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

Branch/Division Head	Director General
Signature:	Signature:
Date:	Date: