

Role Description

Country Advocate Researcher, First Nations (ID)



Cluster	Enterprise, Investment & Trade
Department/Agency	Australian Museum
Division/Branch/Unit	First Nations/First Nations Collections and Research
Role number	51005129
Classification/Grade/Band	Clerk Grade 7/8
ANZSCO Code	139911
PCAT Code	1119192
Date of Approval	March 2024
Agency Website	https://australian.museum/

Agency overview

Australian Museum (AM) is located on the homelands of the Gadigal people. The AM acknowledges and pays respect to the Gadigal people as the custodians of the land, sky and waterways, paying respect to Elders past, present.

The Australian Museum (AM) operating within the NSW Department of Enterprise, Investment & Trade cluster, is the first museum in Australia and was founded in 1827. The AM provides access, engagement and scientific research to increase our understanding of natural history and culture, particularly of the Australasian region. The AM holds more than 22 million objects of biological, geological and cultural collections and develops programs, exhibitions and school and community education initiatives onsite, online and offsite.

The AM mission is: *To ignite wonder, inspire debate and drive change.*

The AM vision is: *To be a leading voice for the richness of life, the Earth and culture in Australia and the Pacific. We commit to transform the conversation around climate change, the environment and wildlife conservation; be a strong advocate for First Nations' culture; and continue to develop world-leading science, collections, exhibitions and education programs.*

For more information, visit the [website](https://australian.museum/).

The AM supports a diverse workforce and promotes applications from all ages and genders, Aboriginal and Torres Strait Islander peoples, culturally and linguistically diverse groups, the LGBTQIA+ community, veterans, refugees and people with disabilities.

Primary purpose of the role

The role has been established to develop research experiences for Aboriginal and/or Torres Strait Islander researchers working in the fields of natural sciences and cultural management of Country in cultural solutions to climate change, land and water health. The role and respective research project(s) present an opportunity for Aboriginal people to work in a leading Australian cultural and scientific institution.

This research role will undertake an academic research project(s) within the AM's First Nations Division and collaborate with Aboriginal communities in NSW who are using cultural knowledge to find climate solutions. The role will undertake collaborative research on Country through fieldwork with NSW Aboriginal communities regarding the AM's cultural and climate collections, climate change and First Nations "Caring for Country"/healthy Country principles and related initiatives.

Key accountabilities

- Undertake First Nations-led research through fieldwork on Country, liaising and engaging with Aboriginal communities in NSW.
- Organise and implement the provision of logistical and other support to optimise the running of the project and related fieldwork.
- Liaise with Australian Museum colleagues and work with First Nations Elders and community members to build collaborative and culturally appropriate research programs, under the supervision of the Head of First Nations Collections & Research in the First Nations Division, in line with the AM's Innovate Reconciliation Action Plan. This includes developing and maintaining a comprehensive knowledge of the AM's First Nations' Collections.
- Undertake research that upholds cultural protocols of Aboriginal and Torres Strait Islander communities, including Indigenous Cultural & Intellectual Property (ICIP) considerations.
- Support the development, implementation, and communication of the AM's First Nations research program and climate projects, including considerations of Indigenous data sovereignty.
- Manage data collection and storage to ensure compliance with Australian Museum policies and guidelines, as well as following appropriate cultural protocols.
- Work with the Head of First Nations Collections & Research in the communication/publication of research work through the production of multi-media outputs (including responding to public enquiries and the preparation of conference papers, articles, blogs, podcasts, community films, and participating in on Country meetings) to enhance the Australian Museum's public research outputs and establish connections between collection objects and source communities in the interpretation and research of their cultural heritage.

Key challenges

- Prioritise complex tasks associated with a broad range of projects with overlapping and competing time frames.
- Ensuring interpretation and research of First Nations' cultural heritage through material objects is accurate and appropriate, contributing to increased awareness of the First Nations' collections.
- Ensure application of Work Health and Safety (WH&S) legislation and regulations whilst presenting research offsite and on fieldwork.

Key relationships

Internal

Who	Why
Head of First Nations Collections & Research	<ul style="list-style-type: none"> • Report to the Head to ensure the provision of accurate information, provide assistance in First Nations research matters including responding to public enquiries, communication/publication of research, escalate and redirect issues and provide updates as required.
Director, First Nations	<ul style="list-style-type: none"> • Ensure Director has oversight in the governance of First Nations research work, seek advice, manage tight or conflicting deadlines, answer questions and provide updates as required.

First Nations Division	<ul style="list-style-type: none"> • Participate in meetings, share information, and provide input on issues. • Respond to queries, identify needs, communicate services and redirect, escalate or resolve issues.
AM Staff	<ul style="list-style-type: none"> • Provide assistance as required to internal projects across AM Teams and Divisions. • Consult with staff to manage tight or conflicting deadlines, participate in meetings and workflow planning as required. • Provide expert guidance to interns and volunteers at the AM.

External

Who	Why
Community/stakeholders	<ul style="list-style-type: none"> • Respond to queries; identify needs; provide accurate information; communicate services; and in liaison with the Head of First Nations Collections & Research redirect, escalate or resolve issues. • Provide assistance using knowledge of policies, procedures and cultural capability.
Project Partners	<ul style="list-style-type: none"> • Liaison with project collaborators and funding agencies to support jointly-funded research. • Assist the Head of First Nations Collections & Research to deliver contractually agreed outputs to relevant funding agency.
General public	<ul style="list-style-type: none"> • Communicate importance of the work of the First Nations Division at the Australian Museum. • Assist the Head of First Nations Collections & Research in responding to public enquiries. • Contribute to increased awareness of the First Nations Collections, ensuring interpretation and research of First Nations cultural heritage is accurate and appropriate.
Government departments	<ul style="list-style-type: none"> • Assist the Head of First Nations Collections & Research with requests for access to the Australian Museum collections or information and maintain relationships. • Observe the lawful NSW government directives and legislative requirements pertaining to Aboriginal cultural heritage requirements, preservation and management.

Role dimensions

Decision making

This role has autonomy and makes decisions that are under their direct control. It refers to Head of First Nations Collections & Research for decisions that require significant change to program outcomes or timeframes or are likely to escalate or require submission to a higher level of management. This role is fully accountable for the delivery of work assignments on time and to expectations in terms of quality, deliverables and outcomes.

Reporting line

Head of First Nations Collections & Research.

Direct reports

Nil. From time to time the role holder may be responsible for supervising volunteers, students and visiting researchers in their area and during fieldwork.

Essential requirements

- Aboriginal and/or Torres Strait Islander descent. Aboriginality/Torres Strait Islander is a genuine occupational qualification and is authorised under section 14(d) of the *Anti-Discrimination Act 1977* (NSW).
- Relevant tertiary qualifications at minimum Honours level in fields relating to Aboriginal cultural heritage, science, environmental, and/or climate studies, or relevant equivalent professional practice and research experience.

Key knowledge and experience

- Ability and willingness to understand and apply culturally appropriate collection and research practices, cultural awareness, and terminology in order to perform in processes that are culturally aware and appropriate. This includes the capacity to embed ICIP into work and research practice.
- Experience in working with Aboriginal groups, including understanding Aboriginal cultural heritage management and cultural protocols. Focus on NSW is desirable.
- Good track record in First Nations research output, preferably on Country-based regeneration and First Nations-led regeneration considerations.
- Holds a current full NSW Driver's Licence.

Capabilities for the role

The [NSW public sector capability framework](#) describes the capabilities (knowledge, skills and abilities) needed to perform a role. There are four main groups of capabilities: personal attributes, relationships, results and business enablers, with a fifth people management group of capabilities for roles with managerial responsibilities. These groups, combined with capabilities drawn from occupation-specific capability sets where relevant, work together to provide an understanding of the capabilities needed for the role.

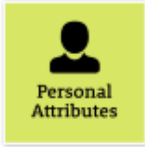
The capabilities are separated into focus capabilities and complementary capabilities

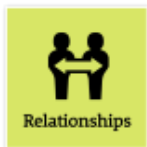
Focus capabilities

Focus capabilities are the capabilities considered the most important for effective performance of the role. These capabilities will be assessed at recruitment.

The focus capabilities for this role are shown below with a brief explanation of what each capability covers and the indicators describing the types of behaviours expected at each level.

Focus capabilities

Capability group/sets	Capability name	Behavioural indicators	Level
	Act with Integrity Be ethical and professional, and uphold and promote the public sector values	<ul style="list-style-type: none">• Represent the organisation in an honest, ethical and professional way• Support a culture of integrity and professionalism• Understand and help others to recognise their obligations to comply with legislation, policies, guidelines and codes of conduct• Recognise and report misconduct and illegal and inappropriate behaviour• Report and manage apparent conflicts of interest and encourage others to do so	Intermediate

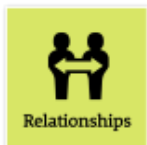


Communicate Effectively

Communicate clearly, actively listen to others, and respond with understanding and respect

- Tailor communication to diverse audiences.
- Clearly explain complex concepts and arguments to individuals and groups.
- Create opportunities for others to be heard, listen attentively and encourage them to express their views.
- Share information across teams and units to enable informed decision making.
- Write fluently in plain English and in a range of styles and formats.
- Use contemporary communication channels to share information, engage and interact with diverse audiences.
-

Adept

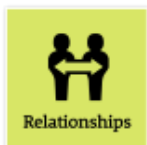


Commit to Customer Service

Provide customer-focused services in line with public sector and organisational objectives

- Focus on providing a positive customer experience
- Support a customer-focused culture in the organisation
- Demonstrate a thorough knowledge of the services provided and relay this knowledge to customers
- Identify and respond quickly to customer needs
- Consider customer service requirements and develop solutions to meet needs
- Resolve complex customer issues and needs
- Cooperate across work areas to improve outcomes for customers

Intermediate





Work Collaboratively

Collaborate with others and value their contribution

- Encourage a culture that recognises the value of collaboration.
- Build cooperation and overcome barriers to information sharing and communication across teams and units.
- Share lessons learned across teams and units.
- Identify opportunities to leverage the strengths of others to solve issues and develop better processes and approaches to work.
- Actively use collaboration tools, including digital technologies, to engage diverse audiences in solving problems and improving services.
-




Adept








	Deliver Results Achieve results through the efficient use of resources and a commitment to quality outcomes	<ul style="list-style-type: none"> • Use own and others' expertise to achieve outcomes and take responsibility for delivering intended outcomes. • Make sure staff understand expected goals and acknowledge staff success in achieving these. • Identify resource needs and ensure goals are achieved within set budgets and deadlines. • Use business data to evaluate outcomes and inform continuous improvement. • Identify priorities that need to change and ensure the allocation of resources meets new business needs. • Ensure that the financial implications of changed priorities are explicit and budgeted for. • 	Adept
	Technology Understand and use available technologies to maximise efficiencies and effectiveness	<ul style="list-style-type: none"> • Demonstrate a sound understanding of technology relevant to the work unit, and identify and select the most appropriate technology for assigned tasks • Use available technology to improve individual performance and effectiveness • Make effective use of records, information and knowledge management functions and systems • Support the implementation of systems improvement initiatives, and the introduction and roll-out of new technologies 	Intermediate

Complementary capabilities

Complementary capabilities are also identified from the Capability Framework and relevant occupation-specific capability sets. They are important to identifying performance required for the role and development opportunities.

Note: capabilities listed as 'not essential' for this role are not relevant for recruitment purposes however may be relevant for future career development.

Capability group/sets	Capability name	Description	Level
	Display Resilience and Courage	Be open and honest, prepared to express your views, and willing to accept and commit to change	Intermediate
	Manage Self	Show drive and motivation, an ability to self-reflect and a commitment to learning	Adept
	Value Diversity and Inclusion	Demonstrate inclusive behaviour and show respect for diverse backgrounds, experiences and perspectives	Adept

 Relationships	Influence and Negotiate	Gain consensus and commitment from others, and resolve issues and conflicts	Intermediate
 Results	Plan and Prioritise	Plan to achieve priority outcomes and respond flexibly to changing circumstances	Intermediate
 Results	Think and Solve Problems	Think, analyse and consider the broader context to develop practical solutions	Intermediate
 Results	Demonstrate Accountability	Be proactive and responsible for own actions, and adhere to legislation, policy and guidelines	Intermediate
 Business Enablers	Finance	Understand and apply financial processes to achieve value for money and minimise financial risk	Foundational
 Business Enablers	Procurement and Contract Management	Understand and apply procurement processes to ensure effective purchasing and contract performance	Foundational
 Business Enablers	Project Management	Understand and apply effective planning, coordination and control methods	Intermediate