Role Description
Research Officer Vertebrate Pests

Cluster	Regional NSW
Agency	Department of Regional NSW
Division/Branch/Unit	DPI / Biosecurity and Food Safety / Invasive Plants and Animals
Location	Various
Classification/Grade/Band	Professional Officer Grade 1 - 4
ANZSCO Code	234112
PCAT Code	2119192
Date of Approval	October 2018 (Updated February 2021)
Agency Website	www.dpi.nsw.gov.au

Agency overview

The Department of Regional NSW was formed in 2020 as a central agency for regional issues. The Department is responsible for building resilient regional economies and communities, strengthening primary industries, managing the use of regional land, overseeing the state's mineral and mining resources and ensuring government investment in regional NSW is fair and delivers positive outcomes for local communities and businesses.

The NSW Department of Primary Industries (NSW DPI) supports the development of profitable primary industries that create a more prosperous NSW and contributes to a better environment through the sustainable use of natural resources.

Within NSW DPI, the Biosecurity & Food Safety Division is responsible for effective management and risk minimisation of biosecurity threats to NSW as well as the through-chain regulation of food safety. It delivers a risk based approach to policy and compliance, and provides regional engagement and coordination in response to emergency incidents and natural disasters impacting primary industries and the food sector.

Primary purpose of the role

Participate in research into the ecology, impacts and management of vertebrate pests, including population assessments and management implications of mesopredators (medium size predators). The role works closely with Invasive Plants & Animals Unit, Local Land Services, NSW National Parks and Wildlife Service (NPWS), Forests NSW, universities, other State and Commonwealth agencies to ensure high quality and relevant research outcomes.

Key accountabilities

- Implement research which provides robust and timely answers
- Implement the research and monitoring actions established as part of the Northern NSW Predator Management team, including helping manage large camera trap data sets

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- Disseminate the results within/to NSW DPI, its stakeholders and the wider research community as directed
- Ensuring that results are both practical and timely and packaged to facilitate appropriate responses by landholders, community groups, government and industry stakeholders and the broader community
- Under direction of the Manager, Invasive Species Research, deliver research projects in accordance with contractual arrangements
- Maintain peer relevance by keeping up to date with scientific research and developments. Establish and maintain effective scientific and industry networks, delivering presentations and attending seminars and other professional forums to ensure that the Department has access to relevant and up-to-date information
- Maintain NSW DPI research profile and retain currency in research design, methods and analysis, including analysis of spatial information, and vertebrate pest management technologies and application
- Comply with work standards according to the level of appointment in the Professional Officer Progression Criteria (1-4) scale in the Crown Employees (NSW Department of Industry) Professional Officers Award

Key challenges

- Delivering on key accountabilities related to specific R&D projects including implementing the research and management objectives of the Western RESET project.
- Implementing state and national RD&E collaborations with industry, universities and government partners, and engaging diverse stakeholders in design, implementation and reporting of project outputs
- Providing guidance and support to technical field staff and students as required, and working within a team environment in challenging field conditions to ensure research outcomes are met.

Key relationships

Who	Why
Internal	
Manager Invasive Species Research	- Receive direction on work planning and priority tasks - Provide feedback on role and regular updates on Vertebrate Pest Research Unit (VPRU) research and development programs
Vertebrate Pest Research Unit (VPRU) staff	Interact and work collaboratively with VPRU staff to achieve unit objectives and promote its values
Other Industry Staff	Collaborate with other units and researchers within NSW DPI and LLS to develop, plan and implement research initiatives that support the VPRU's objectives and values
External	
Regional, State, Federal agencies and research organisations	Collaborate in project implementation and access to data to undertake research and development activities
Universities	Collaborate in project implementation and access to data to undertake research and development activities

Role dimensions

Decision making

The Research Officer Vertebrate Pests is fully accountable for the provision of high-quality service delivery and for the accuracy and integrity of the content of advice provided. The position has some degree of autonomy in planning, implementing, communicating and jointly publishing research activities, in accordance with Unit Policy.

The position will:

- Help set work priorities and develop project plans consistent with the Unit's plan and contractual obligations;
- involve key stakeholders in the planning, implementation and communication of research activities, through regular consultation;
- Help supervise technical staff and students in day to day research activities and project planning to ensure the quality of outputs;
- provide input into expenditure of allocated budgets and make decisions as to the appropriate provision of services, equipment, nature of advice or course of action, where required;
- comply with legislation, departmental policy and procedures, and industry policies.

The position consults with the Research Leader before making decisions about:

- the alignment of activities with biosecurity objectives and milestones of the Unit and the project;
- the release of publicity or media material that may be contentious;
- interpretation of departmental and government policies;
- commitment of expenditure outside budget allocations and financial delegations;
- the allocation of Unit resources.

Reporting line

Project Leader RESET, Research Leader, Predator & Prey Management, Manager Invasive Species Research

Direct reports

Temporary technical staff and students as required

Budget/Expenditure

Authorisation for expenditure of allocated project resources under applicable Departmental delegation

Essential requirements

- Bachelor's Degree in Science, Agricultural Science, Zoology, Natural Resources or a related field with post-graduate experience in the same
- Demonstrable experience in conducting field-based research, particularly on predators and preferably using camera trapping, and a track record of high-quality research outputs
- Current NSW Driver License and the ability and willingness to travel overnight/s and undertake field work including at remote locations

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**
Personal Attributes	**Act with Integrity** Be ethical and professional, and uphold and promote the public sector values	• 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
	Manage Self Show drive and motivation, an ability to self-reflect and a commitment to learning	• Adapt existing skills to new situations • Show commitment to achieving work goals • Show awareness of own strengths and areas for growth, and develop and apply new skills • Seek feedback from colleagues and stakeholders • Stay motivated when tasks become difficult	Intermediate
Relationships	**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	Adept

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		• 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	
Results	**Think and Solve Problems** Think, analyse and consider the broader context to develop practical solutions	• Undertake objective, critical analysis to draw accurate conclusions that recognise and manage contextual issues • Work through issues, weigh up alternatives and identify the most effective solutions in collaboration with others • Take account of the wider business context when considering options to resolve issues • Explore a range of possibilities and creative alternatives to contribute to system, process and business improvements • Implement systems and processes that are underpinned by high-quality research and analysis • Look for opportunities to design innovative solutions to meet user needs and service demands • Evaluate the performance and effectiveness of services, policies and programs against clear criteria	Advanced
	Demonstrate Accountability Be proactive and responsible for own actions, and adhere to legislation, policy and guidelines	• Be proactive in taking responsibility and being accountable for own actions • Understand delegations and act within authority levels • Identify and follow safe work practices, and be vigilant about own and others' application of these practices • Be aware of risks and act on or escalate risks, as appropriate • Use financial and other resources responsibly	Intermediate
Business Enablers	**Project Management** Understand and apply effective planning, coordination and control methods	• Understand all components of the project management process, including the need to consider change management to realise business benefits • Prepare clear project proposals and accurate estimates of required costs and resources • Establish performance outcomes and measures for key project goals, and define monitoring, reporting and communication requirements • Identify and evaluate risks associated with the project and develop mitigation strategies • Identify and consult stakeholders to inform the project strategy	Adept

- Communicate the project's objectives and its expected benefits
- Monitor the completion of project milestones against goals and take necessary action
- Evaluate progress and identify improvements to inform future projects

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
Personal Attributes	Display Resilience and Courage	Be open and honest, prepared to express your views, and willing to accept and commit to change	Intermediate
	Value Diversity and Inclusion	Demonstrate inclusive behaviour and show respect for diverse backgrounds, experiences and perspectives	Intermediate
Relationships	Communicate Effectively	Communicate clearly, actively listen to others, and respond with understanding and respect	Adept
	Influence and Negotiate	Gain consensus and commitment from others, and resolve issues and conflicts	Intermediate
Results	Deliver Results	Achieve results through the efficient use of resources and a commitment to quality outcomes	Intermediate
	Plan and Prioritise	Plan to achieve priority outcomes and respond flexibly to changing circumstances	Intermediate
Business Enablers	Finance	Understand and apply financial processes to achieve value for money and minimise financial risk	Adept
	Technology	Understand and use available technologies to maximise efficiencies and effectiveness	Intermediate
	Procurement and Contract Management	Understand and apply procurement processes to ensure effective purchasing and contract performance	Intermediate