# Position Details

## Research Projects- CSOF4

|  |  |
| --- | --- |
| The following information is for applicants | |
| Advertised Job Title | Research Projects Officer-Australian Tree Seed Centre |
| Job Reference | 91578 |
| Tenure | Indefinite Full-time |
| Salary Range | AU$89k - AU$101k per annum, plus up to 15.4% superannuation |
| Location(s) | Black Mountain (Canberra) ACT |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | Australian or New Zealand Citizens and Australian Permanent Residents |
| Position reports to the | Team Leader |
| Client Focus – Internal | 30% |
| Client Focus – External | 70% |
| Number of Direct Reports | 0 |
| Enquire about this job | Sarah Whitfeld by email: [Sarah.Whitfeld@csiro.au](mailto:Sarah.Whitfeld@csiro.au) or phone 08 62464857  *Between 22nd and 30th of April, please contact:*  David Bush by email: [David.Bush@csiro.au](mailto:David.Bush@csiro.au) or phone 02 6246 4829 |
| How to apply | Apply online at <https://jobs.csiro.au/>  Internal applicants please apply via **Jobs Central**  If you experience difficulties when applying, please email [careers.online@csiro.au](mailto:careers.online@csiro.au) or call 1300 984 220. |

**Acknowledgement of Country**

CSIRO acknowledges the Traditional Owners of the land, sea and waters, of the areas that we live and work on across Australia. We acknowledge their continuing connection to their culture and pay our respects to their Elders past and present. View our [vision towards reconciliation](https://www.csiro.au/en/about/Indigenous-engagement/Reconciliation-Action-Plan).

### Role Overview

The role of Research Projects staff in CSIRO is to collaborate in scientific and technological activities with other research staff, usually by assisting with detailed planning, undertaking or assisting with experimental, observational or technology development work.

The Australian Tree Seed Centre (ATSC) collects, conserves and explores Australia's native tree and shrub flora. The collection makes scientifically documented and tested seed available to researchers and commercial clients throughout the world. The Research Projects Officer (RPO) supports the delivery of the ATSC’s seed supply and advice service by providing species and site selection advice and seed quotations for external clients. The RPO assists with the management of the ATSC’s Seed Orchards and field trials as well as supporting projects undertaken with internal and external collaborators.

### Duties and Key Result Areas

* Provide advice to external clients on species and seedlot selection for varying end uses such as conservation, revegetation and commercial purposes.
* Prepare commercial seed quotations and advise clients on any on export and biosecurity requirements.
* As part of a team, contribute to the management, maintenance and documentation of ATSC field trials and seed orchards, including management of associated contracts and royalty payments.
* Oversee the development of new ATSC seed orchard opportunities.
* As part of a team contribute to development of ATSC seed collection priorities.
* Contribute to scientific and commercial project work as required.
* Communicate openly, effectively and respectfully with all staff, clients and suppliers in the interests of good business practice, collaboration and enhancement of CSIRO’s reputation.
* Work collaboratively as part of a multi-disciplinary, regionally dispersed team to carry out tasks in support of CSIRO’s scientific objectives.
* Adhere to the spirit and practice of CSIRO’s Values, Code of Conduct, Health, Safety and Environment procedures and policy, Diversity initiatives and Zero Harm goals.
* Other duties as directed.

## **Selection Criteria**

#### Essential

*Under CSIRO policy only those who meet all essential criteria can be appointed.*

1. Relevant Bachelors/Masters degree and/or equivalent experience in forestry or allied field.
2. Experience with biological collections management and/or native vegetation management systems such as forestry, farm forestry, mining/industrial vegetation rehabilitation.
3. Strong technical knowledge and demonstrated experience in forestry, revegetation, horticulture or other relevant field.
4. Demonstrated sound knowledge of Australian Tree species.
5. Demonstrated ability to work and collaborate effectively as part of a small research team and carry out tasks under general direction from senior team members.
6. Demonstrated strong interpersonal abilities and a client focussed outlook.
7. Demonstrated high-level communication skills, including the ability to write concisely and accurately.
8. Demonstrated strong organisational abilities including high-level attention to detail, excellent prioritisation and planning skills.

## **Desirable**

1. Knowledge of seed biology, plant propagation, vegetation establishment.
2. Experience interacting with clients to resolve technical issues.

## **Required Competencies**

* **Teamwork and Collaboration:** Cooperates with others to achieve organisational objectives and may share team resources in order to do this. Collaborates with other teams as well as industry colleagues.
* **Influence and Communication:** Uses knowledge of other party's priorities and adapts presentations or discussions to appeal to the interests and level of the audience. Anticipates and prepares for others’ reactions.
* **Resource Management/Leadership:** Allocates activities, directs tasks and manages resources to meet objectives. Provides coaching and on the job training, recognises and supports staff achievements and fosters open communication in the team.
* **Judgement and Problem Solving:** Investigates underlying issues of complex and ill-defined problems and develops appropriate response by adapting/creating and testing alternative solutions.
* **Independence:** Recognise and makes immediate changes to improve performance (faster, better, lower cost, more efficiently, better quality, improved client satisfaction).
* **Adaptability:**Copes with ambiguity or situations that lack clarity. Adapts readily to changing circumstances and new responsibilities (which may include activities outside own preferences) in the interests of achieving team objectives. Recognises the need for and undertakes personal development as a result of changes.

Special Requirements

* The successful candidate will be asked to obtain and provide evidence of a National Police Clearance or equivalent. Please note that individuals with criminal records are not automatically deemed ineligible. Each application will be considered on its merits.
* A current Australian Class ‘C’ driver’s licence (or equivalent).

## **About CSIRO**

We solve the greatest challenges through innovative science and technology. Visit [CSIRO Online](http://www.csiro.au/) and [National Collections and Marine Infrastructure](https://www.csiro.au/en/about/people/business-units/ncmi) for more information.

CSIRO is a values-based organisation.  In your application and at interview you will need to demonstrate behaviours aligned to our values of:

* People First
* Further Together
* Making it Real
* Trusted