



Role Statement

Position	Research Assistant, Birds & Mammals
Department and Division	Sciences Department; Research Institute
Classification	Grade 2; Value Range 1
Position Type	Part-time (0.4 FTE); Fixed term for 10 months
Salary	\$56,271 per annum, pro-rata (Base of Grade)
Position Number	MV/9653
Reports to	Curator of Birds
Date Prepared	June 2023

Purpose of this Position

The primary purpose of the position is to assist the Curator of Birds in developing a citizen science ecoacoustic project monitoring the recovery of wildlife in East Gippsland after the Black Summer Bushfires of 2019-2020. The position will participate in a collaborative team from Museums Victoria, the Victorian National Parks Association, and the East Gippsland Conservation Management Network.

Primary Accountability

This position is accountable for developing and training community members in ecoacoustic field methods, data storage, and analysis of Victorian wildlife. These data will contribute to research on post-bushfire recovery in Victoria and provide sustainable skills to regional community members.

Duties

1. Participate as a team member on creating citizen science field protocols using sound recorders and acoustic analysis workflows to survey wildlife in Victoria.
2. Organise and format acoustic data for use in the online platform, ARBIMON.
3. Assist in training workshops (online and in-person) with community members on acoustic field survey methods and analysis.
4. Input data into spreadsheets to maintain research records of field-based research activities.
5. Tag acoustic recordings with taxonomic identifications using existing call recognisers.
6. Organise and format data spreadsheets and recordings for registration in Museums Victoria's KE EMu database.
7. Comply with Museums Victoria's policies and procedures and with relevant legislation and regulations.

Note:

The incumbent can expect to be allocated duties, not specifically mentioned in this document, but within the capacity, qualifications and experience normally expected from persons occupying positions at this classification level.

Selection Criteria

1. Experience conducting field-based acoustic surveys using sound recorders.
2. Experience with citizen science and working with regional communities.
3. Experience with identifying Australian vertebrates by sound (especially owls).

4. Experience with analysing sound recordings using call recognisers (especially using ARBIMON).
5. Experience managing audio data, audio metadata, and maintaining research records.
6. The successful applicant is required to undergo a National Police Records Check and be assessed as suitable (new employees are required to meet this cost).

Qualifications

The applicant must have a relevant tertiary degree (e.g., Bachelor of Sciences).

Organisation Context

Vision

- People enriched by wondrous discovery and trusted knowledge.
- Society compelled to act for a thriving future.

Mission

- We create knowledge and experiences that help us make sense of the world.
- We exchange stories about culture, history and science and fearlessly discuss the big questions of life.
- We collect traces of time and place that allows us to connect the past, present and future.
- We make captivating physical and virtual spaces that open minds and hearts.

Values

Museums Victoria's values support our vision and shape our culture. Our values represent the essence of who we are, how we behave and what we think is important in work and in life.

Strive	We are intrepid and enjoy a challenge.
Embrace	We are a place where everybody belongs.
Explore	We passionately search for bold new ideas and smarter ways of doing things.
Respect	We walk in the shoes of those we meet.
Illuminate	We ensure our knowledge, actions and decisions are visible, & welcome investigation.
Sustain	We nourish and care for ourselves and the things we are responsible for.

Strategic Objectives

- Museums Victoria provides unmissable experiences for all audiences
- Museums Victoria has the primary material collection that inspires and allows excellent enquiry into our region's big contemporary and historical questions
- Museums Victoria engages with, welcomes and celebrates all communities
- Museums Victoria is a centre for technological and scientific expertise and fosters innovation to build economic value
- Museums Victoria is a sustainable and thriving organisation

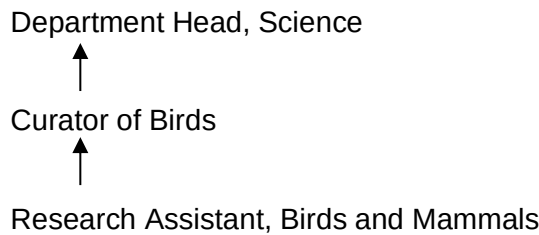
Child Safe Organisation

Museums Victoria is strongly committed to the safety and well-being of all children within our venues and through engagement in our outreach programs. We create and maintain a child safe environment. The welfare of children is a top priority and we have zero tolerance for child abuse.

Organisational Relationship

It is expected that staff will work collaboratively in carrying out their duties and meeting their accountabilities.

Reporting Relationships



Lateral Relationships

To effectively perform the role, the incumbent must develop collegiate working relationships within the work unit team, the Department, the Division and related Departments across Museums Victoria.

Inherent Physical Requirements

Museums Victoria has a duty of care to all staff. If a staff member is unable to perform the physical requirements of the role, Museums Victoria will take reasonable steps to assist the staff member, or to modify the duties, so that the staff member can continue to perform the role without further detriment to their health or safety.

	Physical Requirement	Frequency
Posture	Sitting at Workstation	Frequent
	Sitting in a car	Occasional
	Standing	Frequent
	Walking	Frequent
	Crouching	Frequent
Upper Limb/Body	Computer Operation	Frequent
	Handwriting	Occasional
	Reaching above shoulder and bending below the knee to access files and books	Occasional
	Sustained neck flexion when reading documents	Occasional
	Lifting and carrying equipment	Occasional
Trunk	Twisting in a seated position to access drawers at the desk	Occasional
	Bending below the knee	Occasional
Other	Simultaneous talking on the telephone and writing down of notes	Occasional
	Climbing of stairs	Occasional
Work Environment	Indoor air conditioned offices with carpeted floors	Frequent
	Outdoor forest environments	Occasional

About Role Statements

As Museums Victoria evolves to meet the changing needs of the Victorian community, so will the roles required of all its staff evolve. As such, staff should be aware that this document is not intended to represent the role which the occupant will perform in perpetuity.

This role statement is intended to provide an overall view of the incumbent's role as at the date of this statement. In addition to this document, the specifics of the incumbent's role will be described in Department work and project plans, and in performance plans developed by the incumbent and relevant supervisor as part of Museums Victoria's performance management process.

Other Relevant Information

Conditions of employment will be in accordance with the prevailing Museums Victoria Staff Enterprise Agreement.

Days worked are any two in seven and employees may be required to work on weekends or evenings.

Position requires occasional intrastate travel for workshops.

A valid driver's licence is required.

Museums Victoria operates from five locations: Immigration Museum, Melbourne Museum, Scienceworks, the Royal Exhibition Building and the Merri-bek and Collection Store. Employees may be required to work from any of these locations.

Contact

People & Culture

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