

SCIENCE FUNCTION POSITION DESCRIPTION

Position Title	Senior Fish farm technician - RAS	Reports To	Manager – RAS Operations
Function	Science	Location	NIWA NAC, Ruakaka
Position Status	Fixed Term until February 28, 2025	Hours of work	40 hours per week
Level	T3	Date Prepared	May 2024

Purpose of Position

This position is a fixed term until February 28, 2025, while a member of staff is on leave.

To provide supervision, leadership and team support to a commercial scale experimental Recirculating Aquaculture System (RAS) at NIWA's Northland Aquaculture Centre. Ensure timely and effective support of the RAS system, to achieve commercial and research targets. Reporting to the RAS Operations Manager this role will involve staff coordination and supervision of the RAS team (currently 6 people).

Assist in the implementation of strategies, policies and procedures and ensure that research, business services and fish production are delivered in accordance with contractual arrangements.

Scope

This is a hands-on role, working closely with the RAS Ops manager to ensure production, strategies and operational systems are functioning optimally. This includes, but is not limited to, day to day management of fish husbandry, harvesting, grading, water quality analysis and equipment monitoring. It will also involve some input in the development and implementation of policies and procedures and creating an environment within NIWA Aquaculture that enables people to perform to their potential with a strong focus on health and safety.

This position has the responsibility of supervising the shift staff of NIWA's commercial scale research production unit and will be required to help build a strong, efficient team.

The Senior Fish farm technician -RAS works closely with the RAS Management team (Operations Manager RAS, RAS Business Manager) to ensure that agreed performance targets are achieved, and to provide input into operational strategy and planning.

The position will involve working on some statutory holidays, rostered weekend duties and rostered after hours alarm standby.

Direct Reports	
Direct	Indirect
N/A	RAS staff

Key Relationships	
Internal	External
Manager – RAS Operations RAS Business Manager Regional Manager Bream Bay Operations Manager NAC RAS Staff	Key customers for fish produced within the RAS Key suppliers and contractors to the RAS Customers contracting NIWA to evaluate aspects of RAS production Local iwi Industry stakeholders

Budget Accountability & Delegated Authorities
This position has the following budget accountability: - Capital Expenditure: Operate within approved annual amounts This position has the following delegated authorities defined in the Delegations of Authority document updated annually, currently: - Approval of operating expenditure up to \$2,500

Key Result Areas	
Organisational Performance	- As a member of NIWA's RAS Operations team contribute actively, constructively and positively to the ongoing planning and management of the RAS strategic objectives, and address issues as required by the RAS Operations manager. - Promote and strengthen the "ONE NIWA" philosophy and approach consistently across the organisation. - In conjunction with the RAS Management team and other support services staff, identify opportunities to improve NIWA's financial, science, market and delivery performance. - Ensure that NIWA' aquaculture production activities adhere to all company policies, processes and procedures.
Leadership and Team Management	- Provide leadership/support to the RAS Operations team, ensuring that performance targets and quality standards are set and achieved. - Actively contribute to change initiatives, driving continuous improvement and innovation in the delivery of RAS Operations services.

	▪ Give support to the NIWA RAS Operations manager, ensuring that all employees do their jobs effectively and work as a unified team.
NIWA Culture and Working Environment	▪ Contribute to building and maintaining a positive work environment and a consultative, innovative, open and collegial culture that enables NIWA staff to perform to their full potential ▪ Foster and develop strong links and professional relationships with NIWA Science staff, realising that NIWA's commercial scale RAS offers a unique platform to enhance the overall outcomes of NIWA's Science ▪ Ensure that the physical working environment of NIWA's RAS developments are safe, appealing and comfortable, projects a professional image, and is conducive to effective communication, collaboration and outputs. ▪ Foster an atmosphere of open and honest, seeking and where appropriate acting on feedback from staff. ▪ Ensure that there is follow through on agreed regional actions identified as a result of staff surveys and feedback. ▪ Uphold the strong safety culture at NIWA and continuously look for ways to improve safety in the RAS.
Operations	▪ In conjunction with the RAS Operations Manager, ensure that all production activities (supply of juveniles, provision of labour and services by site staff) are planned and coordinated. ▪ In conjunction with the RAS Operations Manager, ensure that all RAS associated infrastructure are maintained and operated as required. ▪ Assist with development of production plans and overview of key input and staff requirements. ▪ Ensure that NIWA RAS operations are fully compliant with relevant legal and regulatory requirements. ▪ Ensure that all processes for the production of high value species from the RAS will meet or exceed Best Aquaculture Practices standards and that NIWA's processes are comprehensively documented. ▪ Ensure that the processes, methods and technologies associated with RAS production of high value species are documented, accessible and optimised for commercial application and transfer to industry.
Reporting and Communication	▪ Facilitate and enhance effective communication between management and staff at all levels throughout NIWA ▪ Participate in regular RAS Operations staff meetings to facilitate effective communication, and participate in wider NAC management meetings.

	▪ Provide input to the monthly report to the Deputy CE on progress, notable achievements, issues and variances to areas of operational significance and science associated with the RAS.
Health and Safety Leadership	▪ Promote a culture of “Health and Safety first” within NIWA ▪ Ensure compliance with all relevant safety, health and workplace legislation ▪ Ensure that health and safety policies, processes and procedures are followed by all employees, contractors and visitors to the RAS ▪ Ensure that all health and safety incidents and accidents are reported in accordance with NIWA policy ▪ Ensure that Crisis Management plans are in place and are reviewed regularly ▪ In conjunction with the NMRC management team, ensure that the RAS component of the site Health and Safety plan is reviewed at least annually and all revisions are communicated effectively to the relevant people ▪ In conjunction with the Health and Safety Manager, provide leadership to ensure that the health and safety of NIWA staff is given top priority in all situations, and that health and safety practices and procedures are continuously reviewed and improved
Health and Safety – Personal Responsibility	▪ Take all practicable steps to ensure own safety at work (including using suitable personal protective equipment) ▪ Ensure that no action or inaction while at work causes harm to any other person ▪ Accurately report and record all incidents and accidents ▪ Undertake Health and Safety training and other specific safety training relevant to your work.

Person Specification	
Qualifications	▪ Relevant tertiary qualification an advantage ▪ Industry trade qualification an advantage
Experience	▪ Commercial finfish aquaculture experience essential, ideally with a leadership role. ▪ Experience operating and maintaining aquaculture systems, with an eye for detail and continual optimisation. ▪ RAS experience an advantage. ▪ Experience with Health and Safety procedures equivalent to NZ standards
Technical Knowledge & Skills	▪ Good people management skills to help develop a strong team ▪ Thorough understanding of commercial fed aquaculture operations ▪ A good understanding of recirculating aquaculture systems design, construction and operation ▪ Familiar with national and international standards and regulations for the operation of land-based aquaculture systems ▪ Organisational health and safety requirements
Competencies	Developing People Puts emphasis on coaching, developing and training team members to improve skills, maintain motivation and meet organisational needs. Delegates relevant tasks and provides performance feedback. Continuous Improvement Seeks & acts on opportunities to improve performance & refine work systems & practices, by lifting quality standards, reducing unnecessary costs, increasing productivity & efficiency, improving customer service, increasing profitability. Relationship-Building Develops positive working relationships with others quickly and easily. Networks effectively without being distracted. Is well regarded and uses relationships for mutual benefit. Interpersonal Skills Confident, assertive and relaxed, mixes easily with others in a range of situations. Comfortable initiating contact for business purposes. Open and approachable, listens and questions effectively. Interprets situations and adapts behaviour. Customer Focus Decisions and strategies focus on customer needs and perspectives. Not afraid to challenge existing business processes to achieve optimal service delivery. Problem-Solving Able to think critically and analyse data or situations. Positive approach to solving problems on-the-job with a resourceful “Can do” attitude. Perseveres to find a workable solution despite difficulties. Teamwork Relates well with colleagues. Willingly pitches in to provide back-up and support to other team members where required. Puts own objectives and tasks aside if team requirements need to take priority. Able to lead by example

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NIWA Values			
Safety	Working safely is paramount at all times. ▪ We take personal responsibility for the safety of ourselves and others. ▪ We are always safety conscious, thinking “What am I about to do? What could go wrong? How can I do it safely?” ▪ We maintain high standards of safety in all working environments. ▪ We report all hazards, incidents and near misses, acting on and learning from them. ▪ We continually improve our safety systems and processes.	Excellence	We strive for excellence in everything we do. ▪ We apply the highest standards of rigour to our work. ▪ We are creative and innovative in our thinking and apply leading-edge practices. ▪ We are highly professional in the way we operate. ▪ We are proud of our reputation for high quality science. ▪ We are efficient, effective and resourceful, seeking to eliminate waste and maximise opportunities.
Customer Focus	We provide our customers with an outstanding service and experience. ▪ We recognise that NIWA wouldn’t exist without its customers. ▪ We all work together to ensure a positive customer experience. ▪ We value and respect our customers, and act to ensure excellent and enduring relationships with them. ▪ We communicate with our customers openly and proactively. ▪ We deliver on our commitments to customers – in full, on time and within specifications. ▪ We seek customer feedback to help us improve.	Agility	We are agile, resourceful and responsive to opportunities, and challenges. ▪ We actively create, identify and develop new opportunities. ▪ We react quickly and flexibly to changing priorities. ▪ We are positive, solution-focused and future-oriented in our outlook. ▪ We recognise change as continuous, and treat it as an opportunity. ▪ We are committed to continuous learning and improvement.
People and Teamwork	We are OneNIWA and work collaboratively for the greater benefit of NIWA and our customers. ▪ We help and support our colleagues, treating each other with courtesy and respect. ▪ We value diversity and respect other cultures. ▪ We value the opinions, knowledge and contributions of others, and celebrate success. ▪ We willingly share our expertise. ▪ We all take responsibility for getting things done. ▪ We listen openly and communicate honestly and constructively. ▪ NIWA’s interests and reputation take precedence over advancing our own individual interests and reputation. ▪ We are proud to be part of NIWA.	Integrity	We are honest, trustworthy and reliable in our work and our relationships with others. ▪ We uphold the highest ethical standards. ▪ We deliver. ▪ We take ownership and are accountable for our actions. ▪ We provide accurate, evidence-based information and advice. ▪ We maintain objectivity at all times, avoiding advocacy and bias. ▪ We are viewed as trusted professionals in our areas of expertise. ▪ We avoid or declare all conflicts of interest.