



**Australian Government**

**Department of Climate Change, Energy,  
the Environment and Water**  
Australian Antarctic Division

## Expeditioner Band 2.3 (APS 5) – Field Training Officer

<b>Classification</b>	Expeditioner Band 2.3 (APS 5) - \$85,876 pa
<b>Total Remuneration</b>	\$151,217 pa (when in Antarctica/sub-Antarctic, inclusive of Antarctic Allowances)
<b>Division</b>	Australian Antarctic Division
<b>Branch</b>	Operations and Logistics
<b>Section</b>	Antarctic Stations
<b>Location</b>	Based in Kingston, Tasmania. Antarctic and sub-Antarctic
<b>Employment Status</b>	Non-Ongoing (temporary)
<b>Hours</b>	Full Time
<b>Security Clearance</b>	Not Required

### Commitment to Inclusion

AAD values diversity, in backgrounds and experience. We acknowledge the challenges associated with the work that we do and are committed to developing an inclusive culture for all people. We welcome everyone to apply, especially those individuals who are underrepresented in the industry: women and gender diverse people, LGBTQIA+ folks, culturally and linguistically diverse people and Aboriginal and/or Torres Strait Islander peoples.

### Overview

As a Field Training Officer (FTO) you are responsible for the planning, scheduling, and delivery of Antarctic and sub- Antarctic field training. You will lead and provide support to groups working in the field. You will coordinate field safety and the development of station search and rescue capabilities.

There is one FTO at each station over the 'winter season' (March to November) which adopts the position and responsibility of a SFTO. This role is known as Winter FTO (WFTO).

### The Job

As a Field Training Officer, you will be required to undertake some or all the following:

- Support pre-departure training and preparatory activities;
- Plan, coordinate and deliver training programs across a wide range of sub-Antarctic and Antarctic field skills;
- Training will be delivered in a range of environments, including shipboard, Sub-Antarctic and Antarctic station operating areas and deep field;
- Maintain expeditioner field training records as per Training Management System procedures;
- Provide field leadership and planning assistance to enable station capability and project objectives;

- Guide expeditioners in the field as required to support both operational and recreational activity;
- Conduct and coordinate training to develop station search and rescue capabilities;
- Lead operational search and rescue deployments;
- Maintain, issue, repair and audit field equipment and clothing; and
- Maintain travel routes and GPS waypoint information.
- The AAD is committed to providing a safe place of work, safe systems of work and a culture in which care for another's safety and wellbeing is central to the way we do things. Having stated this, you are going to an extreme workplace. The consequences of you failing to understand your responsibilities can be catastrophic. It is therefore incumbent on all expeditioners to understand and implement the AAD's Work Health Safety Commitment Statement and the AAD Safety Behaviours Framework.

As a proactive and positive member of the community you will:

- Maintain a personal and practical commitment to AAD policies and standard operating procedures (including work, health and safety and environmental policies). Training and guidance regarding all responsibilities relevant to your position will be provided.
- Be rostered to perform duties to support the community life of the expedition, such as general kitchen duties, garbage clearance, general cleaning duties, and assisting other expedition members with official programs, to ensure an equitable contribution.
- Work in areas outside of your primary role, for example, providing assistance to other areas or science projects, or participating in general labour tasks such as clearing snow or handling cargo

## **What we are looking for**

### **Essential**

You can only be selected for this role if you have these essential skills and licences.

Hands-on experience:

- Significant experience (within the last 5 years) in outdoor guiding/leading with either young people or adults in remote wilderness settings **and**;
  - A relevant qualification in Outdoor Education such as a Certificate IV in Outdoor Education, a Diploma of Outdoor Education (preferred), a Bachelor of Education (Outdoor Education) or equivalent; and/or
  - An Adult Teaching qualification (e.g. Bachelor of Education; Grad Dip; TAE).

**OR**

- Significant long serving experience in guiding (within the last 10 years) and leading in the outdoor sector, inclusive of adult guiding (preferably in adult training and instruction).

Current qualifications/licences (provide copies in your application):

- Wilderness First Aid qualification, or equivalent;
- Single pitch climbing instructor's qualification and/or multi-pitch climbing guide qualification, or equivalent;
- A current, unrestricted "C" class (manual) Australian driver's licence.

- Valid passport when travelling to the Antarctic or sub-antarctic. The expiry date of the passport (and any relevant visa) must be at least 6 months beyond the planned end date of your intended stay in the Antarctic or sub-antarctic
- A current statement of attainment in the following units of first aid, or the ability to attain prior to commencement:
  - Provide First Aid (HLTAID0011) must be valid for at least 18 months beyond the date of AAD commencement.
  - Provide CPR (HLTAID009) must be valid for at least 6 months beyond the date of AAD commencement

**Recent hands-on experience (within the last 5 years):**

- Instructional ability including preparation of presentations and delivery of training in most of the following areas:
  - field trip planning including risk assessment;
  - group management, including leadership theory and practice;
  - environmental awareness and minimal impact practice;
  - general field skills in relation to use of stoves, shelters, etc.;
  - field navigation including the use of GPS units;
  - communications including the use of radios and satellite phones;
  - snow survival skills;
  - search and rescue, including first response and operational coordination;
  - technical rope-work skills in steep slope and vertical slope - rock, snow or ice environments;
  - Glacial travel experience in Antarctic-like conditions
  - Organisational ability and leadership experience in the support of remote field expeditions;
  - The ability to work as part of a team, in a multi-skilled work environment, to work autonomously and follow directives (when required) from individuals such as the SFTO and Station Leader.

**Desirable**

These are not essential to the role, however, to be suitable you will need to have at least some of these. We encourage you to apply even if you do not fit 100% of the requirements below.

**Qualifications/licences (provide copies with your application):**

- Coxswains Ticket
- Chainsaw Certification
- Quad bike Certification
- Snowmobile Certification

**Recent hands-on experience (within the last 5 years):**

- Instructional ability including preparation of presentations and delivery of training in the following areas:
  - glacier travel and crevasse rescue
  - cross country skiing; and/or
  - Indoor climbing wall and supervision.
- Field research program support;
- Remote field camp setup and support

- Sea ice travel
- Development of training resource materials.
- Operation of small marine craft such as an IRB.
- Operation of chain saw.
- Operation of quad bike.
- Operation of snowmobiles.
- Active participation in helicopter and/or small fixed wing aircraft operations (including sling loading).

**Personal Qualities** - The Australian Antarctic Division assesses the personal qualities required to successfully live and work in an isolated Antarctic or sub Antarctic community. Successful candidates need to demonstrate the personal qualities criteria detailed [here](#). This will be assessed during the selection process.

### **Eligibility and other requirements**

**Citizenship** – In accordance with the PS Act 1999, APS employees are required to be Australian citizens. Persons who are not Australian citizens will generally only be considered where there are no suitable Australian applicants, with next considerations being Australian residents with work rights and New Zealand citizens

**Security Clearance** - This position does not require a security clearance.

**Pre-employment Check** - Your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and a pre-employment medical and psychological adaptability assessment, specified mandatory qualification(s) validation and a probation period.

As this role will require you to be involved in a Safety Sensitive Aviation Activities, a condition of employment is that you will be required to undertake drug and alcohol screening of urine and/or saliva samples.

### **Requirement to be vaccinated under public health orders**

It may be a condition of your employment that:

1. if you are required to be vaccinated against COVID-19 under an applicable Australian law; or
2. if the department is unable under an applicable Australian law to permit you to attend for work (ie outside of your usual place of residence) unless you are vaccinated against COVID-19,

You must be up to date with your COVID-19 vaccinations, and you must also comply with all recommendations from public health authorities regarding any additional vaccinations that ensure the effectiveness of the COVID-19 vaccine that you have received.

### **How to Apply**

**The [Application Process](#) and the [Life as an Expeditioner](#) pages contain critical information about living and working in Antarctica, and must be read in conjunction with this job description prior to applying.**

Apply for this role by submitting your application through our [Jobs in Antarctica](#) website. If you have any questions regarding this role, email the contact officer.

Your email is our primary method of contacting you; please make sure that the email and phone number you provide us is correct, current and accessible. **We recommend applicants to not use their work email on their application for accessibility.**

### **Work Health and Safety Obligations**

All workers (APS1-Secretary) have a duty to take reasonable care for their own health and safety whilst at work, to ensure their acts or omissions do not adversely affect the health and safety of other persons and to comply with any reasonable instruction given to comply with the Work Health and Safety legislation.

All supervisors and managers (APS5-EL1) play a significant role by modelling safe work behaviours and clearly setting the standard for acceptable behaviour in the workplace. Supervisors and managers play a critical role in supporting 'Officers' to exercise due diligence and in consulting with duty holders.

An Officer (EL2-Secretary) makes and participates in making decisions that affect the whole or a substantial part of the department. Employees at the SES Band 2 and above classification are considered to be Officers under the Work Health and Safety Act 2011 (Cth) with all EL 2 and above required to complete officer due diligence training. Officers have a duty to be proactive and continuously ensure that the department complies with relevant duties and obligations.

### **Contact**

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