



**Australian Government**

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

## Expeditioner Band 2.5 (APS 6) – Senior Field Training Officer

<b>Classification</b>	Expeditioner Band 2.5 (APS 6) - \$94,838 pa
<b>Total Remuneration</b>	\$160,179 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 Senior Field Training Officer (SFTO) you are responsible for the planning, scheduling, and delivery of Antarctic and sub-Antarctic field training. Depending on which station you are at, you may work independently, or you may lead and supervise a team of Field Training Officers (FTOs) to 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 Senior 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 lead training to develop station search and rescue capabilities;
- Lead operational search and rescue deployments;
- Manage the station's field equipment and clothing inventory;
- Maintain travel routes and GPS waypoint information.
- Coordinate and administer the station field training program;
- Submit activity and performance reports as required; and
- As a leader within the Australian Antarctic Program you have specific health, safety and wellbeing responsibilities. These include, but are not limited to, modelling and applying safe work practices consistent with the AAD's Safety Commitment Statement and the AAD Safety Behaviors Framework.

As the SFTO you may be responsible for supervising station FTOs, coordinating training schedules and providing leadership to expeditioners. In addition to the above tasks, the STFO will also:

- Undertake operational planning and risk assessments;
- Manage, coordinate and deliver training programs;
- Lead the Search and Rescue (SAR) team;
- Manage the station's SAR on-call capabilities;
- Be responsible for the development and ongoing training of a SAR team to ensure a reasonable level of response capability on station should an incident occur; and
- Lead quality assurance processes to ensure functionality and accessibility of the Field Store and clothing/kitting inventory.
- Manage training load expectations across station work areas to maintain station field capabilities that deliver operational objectives.
- Actively contribute to the station leadership team and positively influence field safety behaviours.
- The AAD is committed to providing a safe place of work, safe systems of work and a culture in which care for one 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 AADs 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 outside your primary role, for example, assisting other areas or science projects, or participating in general labor tasks like clearing snow or handling cargo.
- Model appropriate leadership behaviour; support the station leader with leadership functions; lead a team of people; and manage individual performance.

## What we are looking for

### **Essential**

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

#### **Essential 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 (within the last 10 years) working in the outdoor sector inclusive of at least 5 years of adult guiding (preferably in the area of adult training and instruction).

#### **Qualifications/licences** (provide copies in your application):

- Leader's wilderness first aid (LWFA or PHEC) qualification, or equivalent;
- Single pitch climbing instructor's qualification and/or multi-pitch climbing instructor's qualification (ACIA, PACI or other recognised authority), 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 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; and

- technical rope-work skills in steep slope and vertical slope - rock, snow or ice environments.
- Organisational ability and leadership experience in the support of remote field expeditions;
- The ability to work as part as a team, in a multi-skilled work environment, to work autonomously and follow directives (when required) from individuals such as the Station Leader
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### **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.

Qualifications/licences (provide copies with your application):

- Coxswains Ticket
- Chain saw Certification
- Quad Bike Certification
- Snow-mobile 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;
- Sea ice travel; and
- Development of training resource materials.
- Operation of small marine craft such as an IRB.
- Operation of Chain saw.
- Operation of Quad Bike.
- Operation of snow-mobiles.
- Active participation in helicopter operations (including sling loading).

The SFTO will also have experience in the following areas

- Leading and planning the delivery of multiple, complex and competing field, watercraft and aviation operations
- Developing mission plans for deep field operations
- Leading the development of and delivery of the field training programs
- Maintaining field training records
- Management of field equipment ensuring all items are adequately maintained and are safe and fit for purpose in the field.
- Providing field safety advice
- Leadership;
- Development of risk assessments; and
- Systems development and administration.

SFTO candidates should have experience in Antarctic operations or a comparable environment

**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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