



Australian Government

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



AUSTRALIAN
ANTARCTIC
PROGRAM

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

Classification	Expeditioner Band 2.5 (APS 6) - \$98,632 pa
Total Remuneration	\$166,586 pa (When in Antarctica/sub Antarctic, inclusive of Antarctic Allowances)
Division	Australian Antarctic Division
Branch	Operations and Logistics
Section	Antarctic Stations
Location	Kingston, Tasmania and Antarctic/sub-Antarctic deployment
Employment Status	Non-Ongoing (temporary)
Hours	Full-time (37.5 hours per week)
Security Clearance	Not Required

WHO WE ARE – Australian Antarctic Division (AAD)

The AAD is part of the Commonwealth Department of Climate Change, Energy, the Environment and Water (DCCEEW). As primary agency for Australia's Antarctic Program (AAP), the AAD is responsible for achieving the Australian Government's Antarctic goals to:

- maintain the Antarctic Treaty System and enhance Australia's influence within it
- protect the Antarctic environment
- understand the role of Antarctica in the global climate system
- undertake scientific work of practical, economic and national significance.

THE JOB

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.

You should apply for this role if you have the appropriate knowledge, skills and experience and an interest in the challenge of living and working in a small community in a remote environment. Applicants will be assessed and if successful placed in a role for training and deployment, or a merit pool that will be used for future seasons.

Key duties will include, but are not limited to:

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
- 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 Behaviours Framework

As the SFTO you may be responsible for supervising and mentoring 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
- 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
- Provide subject matter expertise and actively contribute to the station leadership team and positively influence field safety behaviours

WHAT WE ARE LOOKING FOR - ESSENTIAL

	When you need to provide evidence	
Required Identification/Qualification/License/Ticket	Provide copy with application	obtained prior to job commencement

<p>Outdoor Guiding/Leading Qualification and/or Experience</p> <ul style="list-style-type: none"> • Significant experience (within the last 5 years) in outdoor guiding/leading with either young people or adults in remote wilderness settings and; <ul style="list-style-type: none"> ○ 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). <p>OR</p> <ul style="list-style-type: none"> • 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). 	✓	
<p>Leaders Wilderness First Aid - (LWFA, PHEC), or equivalent/higher</p>	✓	
<p>Climbing Qualification - Single pitch climbing instructor's qualification and/or multi-pitch climbing instructor's qualification (ACIA, PACI or other recognised authority), or equivalent.</p>	✓	
<p>Driver's Licence – A current, unrestricted "C" class (manual) Australian driver's licence.</p>	✓	
<p>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.</p>	✓	
<p>Valid Passport - 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</p>		✓
<p>Provide First Aid (HLTAID011) must be valid for at least 18 months beyond the date of AAD commencement.</p>		✓
<p>Provide CPR (HLTAID009) must be valid for at least 6 months beyond the date of AAD commencement</p>		✓

Knowledge and experience:

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
- 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
- Computing skills, document writing and editing, and ability to liaise with ICT services

WHAT WE ARE LOOKING FOR – 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.

Knowledge and experience:

Qualifications/licences (provide copies with your application):

- Coxswain Certificate of Competencies
- 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
 - Indoor climbing wall and supervision
- Field research program support
- Sea ice travel
- Development of training resource materials
- Operation of small marine craft such as an IRB
- Operation of Chainsaw
- 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
- Systems development and administration

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

ELIGIBILITY AND OTHER REQUIREMENTS

Personal Qualities:

During the recruitment selection process, the AAD assesses individual personal qualities required to successfully live and work in an isolated Antarctic/sub-Antarctic community. Successful candidates need to demonstrate the personal qualities detailed [here](#).

Pre-employment check:

Your suitability for employment will be assessed through pre-employment screening including National Police Check, referee checks, pre-employment medical assessment, specified mandatory qualification(s) validation and completion of required probation period.

Work Health and Safety Obligations:

All employees have a duty to take reasonable care of their own health and safety while at work, to ensure their acts or omissions do not adversely affect the health and safety of other persons in line with any reasonable instruction given to comply with the Work Health and Safety legislation.

RecruitAbility:

Under the [APS \(Australian Public Service\) RecruitAbility scheme](#) you will be invited to participate in further assessment for the vacancy if you choose to apply under the scheme; declare you have a disability; AND meet the minimum requirements for the position.

HOW TO APPLY

Information about how to apply can be found [here](#), including further information about AAD jobs.