



Australian Government

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



AUSTRALIAN
ANTARCTIC
PROGRAM

Expeditioner Band 3.1 (EL1) – Deputy Voyage Leader

Classification	Expeditioner Band 2.5 (APS 6) - \$121,755 pa
Total Remuneration	\$194,691 pa (When in Antarctica/sub Antarctic, inclusive of Antarctic Allowances)
Division	Australian Antarctic Division
Branch	Operations and Logistics
Section	Maritime Logistics
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 Deputy Voyage Leader (DVL) onboard Australia's icebreaker RSV Nuyina, you will assist the Voyage Leader (VL) assisting in leading diverse team of multi-skilled expeditioners on a wide range of exciting science and logistics programs in one of the most remote, isolated and beautiful places on the planet.

The Australian Antarctic Division (AAD) is part of the Commonwealth Department of Climate Change, Energy, the Environment and Water. The AAD is committed to a diverse workplace and seeks to foster a positive and inclusive culture for all employees.

As primary agency for Australia's Antarctic Program (AAP), the AAD, in close partnership with other government portfolios, is responsible for achieving the Australian Government's Antarctic interests to:

- maintain Antarctica's freedom from strategic and/or political confrontation
- preserve our sovereignty over the Australian Antarctic Territory, including our sovereign rights over adjacent offshore areas
- support a strong and effective Antarctic Treaty system
- conduct world-class scientific research consistent with national priorities

- protect the Antarctic environment, having regard to its special qualities and effects on our region
- be informed about and able to influence developments in a region geographically proximate to Australia
- foster economic opportunities arising from Antarctica and the Southern Ocean, consistent with our Antarctic Treaty system obligations including the ban on mining and oil drilling.

You will be responsible for the safety, physical and emotional wellbeing of the expeditioner community onboard the vessel and the coordination and/or management of onboard programs and expedition personnel (irrespective of employment affiliation or nationality).

The AAD's Antarctic shipping program traditionally operates from October to April each season and is developed around the priorities for scientific research and station resupply activities, in-line with the ideal environmental periods for vessel access to the AAD's stations. Each voyage will have at least one DVL onboard and voyage duration can range from 25 days through to 80 days. When required, the DVL will be expected to perform the duties of the VL during voyages to ensure that AAD leadership is maintained at all times during voyage operations.

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:

You will report to the VL, who reports to the AAD Branch Head, Operations and Logistics, working through and with direction from the Director, Maritime Logistics. You will be supported by the Operations Management Centre, Maritime Asset Management Section and other executive managers to maintain a safe and harmonious workplace while ensuring successful program outcomes.

Representing the AAD's Head of Division, you will be required to ensure that the policies, procedures, Treaty requirements and International collaboration with other Antarctic nations are administered effectively.

In achieving these outcomes, you will:

- lead by example;
- support and assist all expeditioners to cope with issues that may result from working in isolation and separation from family and friends;
- be aware of the personal and emotional needs of expeditioners and do what can be done to meet these needs where possible;
- maintain, promote and encourage appropriate levels of tolerance and flexibility in work/social interaction and relationships of a diverse team of expeditioners;
- develop and maintain a productive and cohesive voyage community, including actively resolving conflict and maintaining discipline when required;
- foster a strong safety culture to ensure the safe conduct of all voyage operations and programs, including leadership in emergencies such as fire, accident and search and rescue;
- foster a strong environmental culture to maintain the uniqueness of the environment in which you will be living and working; mitigate the environmental impact of operations and ensure environmental laws are observed;

- support the VL in maintaining the health and safety of all expeditioners onboard the vessel. As an aid to this process, the AAD has developed the Safety Behaviours Framework, with the Voyage Leader expected to both apply and promote the Framework;
- support the VL in ensuring the voyage objectives and priorities are successfully achieved, including coordinating and/or managing aviation, boating, resupply logistics and onboard scientific operations, often simultaneously;
- ensure that all programs/expeditioners are appropriately resourced to achieve their defined goals;
- assist in the management of individual performance, assess behaviour and work competency, and provide regular constructive feedback, counselling and reporting;
- manage, or as required, coordinate onboard support to scientific, administrative, and logistics programs;
- roster expeditioners to perform duties for logistics, resupply and scientific operations;
- implement Government policies on behalf of the AAD Executive with direction from Manager, Maritime Logistics and the support of the Operations Management Centre;
- coordinate the implementation of AAD policies for the security of public property and equipment;
- act as an Inspector under the Antarctic Treaty (Environment Protection) Act 1980 as required; and
- perform the functions of Special Constable under the Australian Antarctic Territory Criminal Procedure Ordinance 1993;
- ensure cross functional monitoring, coordination and mutual compliance with AAD Standard Operating Procedures (SOP);
- manage an onboard partnership with the crew of RSV Nuyina, who are engaged via Serco Defence; and
- foster an open and honest culture between AAD and Serco Defence Personnel.

Before you depart on a voyage you will spend time with us at the AAD (Kingston and Hobart, Tasmania) where you will:

- undertake various planning and coordination projects related to the conduct of the expedition;
- supervise expeditioners;
- assist with or participate in training of expeditioners;
- attend your own specialised training and briefing program; and perform other tasks necessary for the preparation of the expedition.
- This pre-deployment training period is traditionally twenty-eight working days, however depending on the nature of the voyage, and your own experience, this pre-deployment training period may be varied.

WHAT WE ARE LOOKING FOR – ESSENTIAL	When you need to provide evidence	
	Provide copy with application	obtained prior to job commencement
Project or Logistics Management - Tertiary qualifications in project or logistics management and/or demonstrated industry experience.	✓	
Driver's Licence – A current, unrestricted “C” class (manual) Australian driver's licence.	✓	
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.	✓	
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		✓
Provide First Aid (HLTAID011) must be valid for at least 18 months beyond the date of AAD commencement.		✓
Provide basic emergency life support (HLTAID010) 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		✓

Knowledge and experience:

Manage to Achieve Results

- Experience in successfully coordinating, implementing and/or supporting a diverse range of policies, programs and projects, including logistics and science projects to ensure AAP objectives and priorities are met.
- Demonstrated understanding of and commitment to current WH&S legislation and its practical application in the workplace to ensure scientific and logistics operations are conducted safely.
- A proven ability to apply risk management methodologies, as well as compliance and assurance processes in the maritime environment.
- Demonstrated commitment to contemporary environmental management principles and practices.

Lead the Community

- Proven ability to be accepted and respected as a leader that maintains productive, diverse and inclusive operational teams.
- Ability to develop and maintain a productive and cohesive community by resolving conflict and by modelling and promoting appropriate standards of behaviour.
- Proven interpersonal sensitivity and the ability to be open and interactive in decision making and problem solving.
- Brings an innovative approach to exploring options and influencing decisions supported by data and evidence.
- Ability to assess the performance of others, provide appropriate feedback and counselling and prepare written performance reports.

- Demonstrated commitment to workplace diversity principles and willingness and ability to address discrimination and harassment issues.

Demonstrate Personal Effectiveness

- Proven ability to work efficiently under both personal and general pressure in changing circumstances and to cope with physical and emotional isolation.
- Demonstrated well developed written and oral communication skills.
- Demonstrated, well developed, problem solving skills.

WHAT WE ARE LOOKING FOR – DESIRABLE

Knowledge and experience:

- Experience in leading/coordinating projects in remote environments

ELIGIBILITY AND OTHER REQUIREMENTS

This position is designated as performing Safety Sensitive Aviation Activities (SSAA) under the organisation's Aviation Drug and Alcohol Management Plan (DAMP) and the Civil Aviation Safety Regulations 1998 (CASR Part 99).

As a condition of employment, employees performing SSAA are required to comply with all applicable drug and alcohol management requirements, including:

- participation in drug and alcohol testing programs (including pre-employment, random, reasonable suspicion, post-incident and return-to-duty testing);
- complying with fitness-for-duty requirements;
- reporting the use of medications or substances that may impair safe performance; and
- complying with all applicable aviation safety policies, procedures and directions.

Drug and alcohol testing may involve the collection and screening of urine and/or oral fluid (saliva) samples in accordance with the organisation's DAMP and relevant legislative requirements. Further information is available in the organisation's Aviation Drug and Alcohol Management Plan (DAMP) and the Civil Aviation Safety Regulations 1998 (CASR Part 99).

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.

HOW TO APPLY

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