



EDO relies on our people to use their skills and experience to provide the best possible support to our clients and other staff. While this job description aims to outline the fundamental reason the role exists, the role may evolve as EDO evolves.

If you see a way to play to your strengths in a way that achieves EDO outcomes, please don't be limited to this list. We have important work to do and need everyone to be operating at their best.

**Job title:** Scientific Officer

**Reporting to:** Science and Expert Advisory Director

### **Purpose of the position**

EDO seeks to serve the needs of the community through its various functions – namely, legal advice and representation, policy and law reform, community legal education and scientific advice.

EDO operates a Scientific Advisory Service to facilitate the provision of scientific advice to the community and to build the capacity of the community to participate in environmental decision-making. The Service comprises in-house scientists, a register of experts willing to provide assistance on a pro bono or reduced fee basis in a variety of fields, and a Technical Advisory Panel, which provides strategic advice to the in-house scientists.

### **Key responsibilities & duties**

#### Provision of Advice

The Scientific Officer will work with the Director – Science and Expert Advisory and the science team to provide prompt and accurate scientific advice to EDO solicitors, clients and the community. This includes:

- Providing scientific advice on proposed developments or activities prior to decision making. This mainly involves advice on the impacts of proposed developments and the adequacy of environmental impact assessment reports and assisting clients to obtain scientific input into submissions to decisionmakers.
- Providing scientific advice on approved developments or actions. This mainly involves advice on whether conditions of approval adequately address environmental risks and/or whether development is complying with conditions of approval and environmental legislation.
- Providing in-house scientific advice on existing and emerging scientific and technical issues that are relevant across the range of EDO activities.
- Supporting EDO's community education by writing fact sheets on a range of scientific issues; writing plain English educational materials; and preparing articles for EDO publications.
- Providing scientific advice on policy and law reform issues including contributing to written submissions on discussion papers and draft legislation and contributing to proactive policy work.
- Supporting the International Program by contributing to requests for assistance through the international program and contributing to scientific and technical aspects of international work.



### Coordination and Maintenance of the Expert Register

The Expert Register is an integral part of the Scientific Advisory Service. Where appropriate, EDO refers requests for scientific and technical assistance to members of the Register, who provide assistance on a pro bono or reduced fee basis. This role supports the in-house scientific expertise of EDO. In conjunction with the Director – Science and Expert Advisory and the science team, the Scientific Officer will be responsible for:

- Co-ordinating the provision of advice from members of the Expert Register, or other experts from outside the Register, including for court cases, community engagement and education and policy and law reform work.
- Maintaining and actively expanding the Register as required.
- Providing services to members of the Register and the Technical Advisory Panel.

### General

All staff have a responsibility to:

- Develop and maintain a good knowledge of EDO's role and policies.
- Represent EDO in a positive and effective manner by actively demonstrating EDO Values.
- Attend, and contribute actively and constructively at staff meetings.
- Maintain appropriate records, assist with office administration, such as files, computer and precedent systems.
- Seek opportunities for personal and professional development, particularly related to the team and position's specific areas of responsibility.
- Respond to requests by clients and fellow staff in a knowledgeable, professional, constructive and respectful manner.
- Provide accurate and timely data and information for reporting, fundraising and communications purposes.

### **EDO Values**

#### Commitment

- We are committed to; a united organisation, to each other, to collaboration, to justice, to our communities and to creating a world where nature thrives.
- We are committed to providing excellent legal services and resources, informed by the best available science, in order to empower clients and communities.
- We are committed to improving our planet and society.
- We care for EDO's clients and stakeholders.
- We are fearless in the face of adversity, and care for each other as we face this adversity.

#### Diversity

- We are respectful of and welcome diversity of staff, volunteers, offices, environmental regions, communities, stakeholders.
- We respect First Nations Peoples' knowledge and experience, and work with them to protect their country and culture.
- We acknowledge that the law has not always been just.
- We dedicate ourselves to understanding the diversity of our people and culture.



- We welcome and respect our own differences and learn from them, and collaborate to achieve our greatest potential.
- We are great lawyers and great people, with open hearts and open minds.
- We respect the different places our stakeholders come from and strive to help them, even if their worldviews don't align completely with ours.

Integrity

- We work effectively, efficiently, strategically, professionally and ethically; “justice is in our nature”.
- We are truthful with ourselves and others.
- We are nonpartisan and inspire trust in our clients, stakeholders and government.
- We respect the world's resources and make maximum productive use of the resources entrusted to us.

Visionary

- We lead change and environmental empowerment using innovation, creativity, and courage.
- We expand the boundaries with creativity and skill, pioneering new legal pathways to a healthier, safer world and inspiring others.
- We are inquisitive, curious and persistent: exploring new ideas and embracing change.
- We boldly challenge the status quo while providing solutions to our most pressing challenges.