

RESEARCH MANAGER

ONGOING

Exciting career opportunity for an experienced Research Manager to lead the science-based strategy for the Nature Parks and shape the development of the Nature Parks 5 year-conservation plan and 30 year-conservation vision, 'Beyond the Horizon'.

As a strategic and experienced leader, you will lead a dynamic team of research specialists to drive progress, innovation, and results for the Nature Parks research programs in terrestrial and marine ecosystems and will oversee the implementation and monitoring of programs, feasibility and analysis of conservation impact.

You will play a key role in championing the Nature Parks world-class research through strong stakeholder engagement, collaborative partnerships, research linkages, grant opportunities, and supporting fundraising efforts.

Your key roles and responsibilities include:

- Lead the science-based strategy for the Nature Parks
- Provide high-quality scientific and technical advice to inform conservation management for the Nature Parks
- Align business priorities with team plans, organisational values and goals through effective people management
- Achieve target funding to support the Nature Parks conservation priorities
- Build beneficial and respectful relationships with Traditional Owner groups
- Represent the Nature Parks externally, both nationally and internationally, through various meetings, forums and committees

For success in this role you will have:

- Relevant PhD in ecology or equivalent
- Experience in leading and developing high achieving successful teams
- A track record of publications in international peer-reviewed scientific journals
- Skill and experience in strategic planning, analysis and reporting
- Strong understanding of scientific principles and processes including ecological processes, theory and practices
- Effective communication and negotiation skills
- Understanding of budgets, business plans and funding applications

Current driver's license and employee working with children check are also required prior to commencement. Applicants will require valid Australian working rights status.

Hours of employment are full time and in accordance with a five-day roster, with availability to work evenings, weekends, public holidays and across our sites as per business requirements.

For further information on this position, please contact Jessica McKelson, Conservation Manager on 0429 399 047 or visit our website: <https://www.penguins.org.au/about/employment/our-people-our-work/>

Applications are to be submitted with resume and cover letter addressing capabilities on the position description attached to recruitment@penguins.org.au by **5.00pm on Sunday 17th July 2022**.

The Nature Parks is an inspiring workplace and offers a range of career paths as the largest employer on Phillip Island. Our people are enthusiastic, committed, and professional in what they do. They work across a broad range of activities and have many opportunities available to them should they wish to develop their skills, work in different locations or have a variety of roles.

The Nature Parks is committed to fostering a safe and inclusive culture and is committed to reconciliation with Aboriginal and Torres Strait Islander Peoples. We welcome applications from people with diverse skills & experience, including Aboriginal and Torres Strait Islander Peoples, people with disabilities, people that identify as LGBTIQ+, and people from culturally and linguistically diverse backgrounds. We offer flexible work arrangements for our team, including parents, carers, people with disabilities, people over 55 years old and employees impacted by family violence.

The Nature Parks is a child safe environment. Everyone at the Nature Parks is responsible for the care and protection of children in accordance with our Child Protection and Safety Policy and Code of Conduct.



Position Description

RESEARCH MANAGER

Phillip Island Nature Parks (**the Nature Parks**) is a leading conservation and sustainable tourism organisation, established in 1996 by the State Government of Victoria.

We are privileged to manage over 1,805 hectares of reserves, wetlands, and woodlands, and recognise that many of these areas hold deep cultural and spiritual significance for Aboriginal people. Through our Reconciliation Action Plan, we acknowledge the true history and their continued connection to place as we work and walk together.

We also operate four tourism attractions including the Penguin Parade, the Antarctic Journey at the Nobbies, the Koala Conservation Reserve and Churchill Island, which attract over 1.4 million visitors annually.

As the largest employer on Phillip Island, our employees undertake a range of duties across multiple, diverse disciplines. Our culture promotes a positive and interactive working environment where team members collectively strive for the organisation's ongoing success.

As a visitor-funded, not-for-profit organisation, the Nature Parks tourism attractions deliver ongoing funding for our environmental, conservation, research, education, and social programs, while also providing significant a contribution to the local, regional, and state economies.

The Nature Parks values diversity and inclusion. We value and respect each other's diverse skills, experience and backgrounds including Aboriginal and Torres Strait Islander Peoples, people with disabilities, people that identify as LGBTIQ+, and disadvantage groups to foster a safe and inclusive culture.

We offer flexible work arrangements for our team, including parents, carers, people with disabilities, and team members impacted by family violence.

The Nature Parks is a child safe environment, and we have zero tolerance for child abuse. All staff are expected to protect children from all forms of harm, in accordance with our Child Protection and Safety Policy and Code of Conduct.

PHILLIP ISLAND NATURE PARKS CORE VALUES

Communication - open and transparent sharing of information coupled with openness in our decision-making that values sharing ideas and consultation

Growth and Development – providing opportunity, embracing new ideas and encouraging personal and professional development

Leadership and Team Work – supporting and inspiring one another, the community, environment and our visitors in everything we do.

Respect and Integrity – treating people and our environment with fairness and integrity

Responsibility – personal ownership of behaviours to create solutions and take action to create a better future for the environment, community and our organisation

Sustainability – a commitment to balance environmental, social and economic interests for now and the future

This is why we are here - Our Purpose

To protect nature for wildlife and inspire people to act.

This is what we want to be - Our Vision

A place where conservation and ecotourism excellence inspire people to actively protect the environment.

These are the choices we make - Guiding Principles

Our organisation is underpinned by three principles which are all integral to our success and guide our decision making:

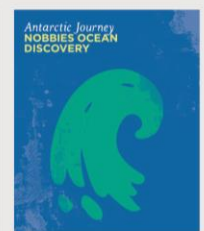
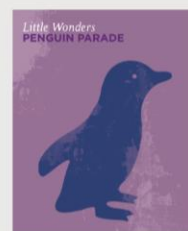
- 1 Nature conservation is paramount.
- 2 Visitor experiences should be authentic and inspire action.
- 3 Financial sustainability is key to our continued success.

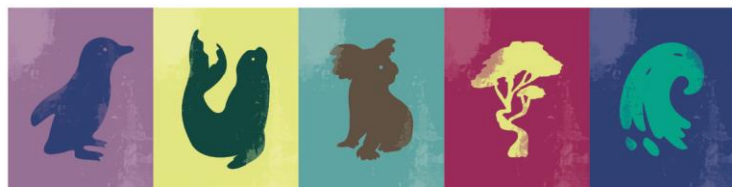
CODE OF CONDUCT

Nature Parks employees are equally responsible for the success of the organisation. The organisation promises to create an environment in which all staff members can reach their full potential.

To achieve our success all employees promote our culture through conduct which supports our environment, visitors, suppliers, stakeholders and one another.

We achieve this through employees upholding the visions, values of our organisation, conducting work practices in-line with code of conduct and organisational policies and procedures.





POSITION DESCRIPTION

POSITION TITLE	Research Manager
DEPARTMENT	Conservation
REPORTS TO	Conservation Manager
DIRECT REPORTS	Scientists – Marine and Terrestrial
KEY RELATIONSHIP WITH	<p>Provides Guidance to:</p> <ul style="list-style-type: none"> • Conservation Team • Executive Leadership Team • Board of Management • Scientific Research Advisory Committee • Animal Ethics Committee • Research collaborators <p>Receives Guidance from:</p> <ul style="list-style-type: none"> • Conservation Manager • Scientific Research Advisory Committee • Animal Ethics Committee <p>External</p> <ul style="list-style-type: none"> • Strategic partnerships and contacts in government and non-government entities • Scientific and conservation community • University partners and students • Bunurong Land Council Aboriginal Corporation
CHILD SAFE POSITION CATEGORY	<p>Working with Children Check required Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Indirect contact – This role does not ordinarily involve interacting with children, however, they may be present in a workplace where children are in attendance.</p>
SALARY	Salary
REVIEWED	June 2022

POSITION OVERVIEW

This position leads the science-based strategy for the organisation that shapes the development and delivery of the Nature Parks 5 year-conservation plan and 30 year-conservation vision, '*Beyond the Horizon*'.

This strategic leadership role will drive progress, innovation and results for the Nature Parks research programs in terrestrial and marine ecosystems by overseeing the implementation and monitoring of programs, feasibility and analysis of conservation impact, and communicating science to a broad range of audiences. This role will champion the Nature Parks world-class research through strong stakeholder engagement, collaborative partnerships, research linkages, grant opportunities and support fundraising efforts.



JOB SPECIFICATION

KEY RESPONSIBILITIES	DUTIES
<p>People leadership and team management</p>	<p>Aligns business priorities with team plans, organisational values and goals through effective people management and demonstrating the following:</p> <ul style="list-style-type: none"> • Cultivates a workplace environment where teamwork, collaboration, innovation, and communications can thrive. • Leads the team to adopt new ways of working, navigate change, distributed decision making and integration to deliver optimal organisational outcomes. • Provides feedback informally and formally through performance conversations and 1:1 catch ups. • Recognise staff for good work and celebrates achievements, consistency, and effort. • Promotes a culture of safety and inclusion within team. • Enhances growth and development of individuals through on the job training, experience, and mentoring/coaching opportunities. • Ensures research programs drive accountability, transparency, and agility across the team. • Capacity building to ensure evidence-based decision making and robust conservation impact reporting. • Champions the need for strategic workforce planning by integrating workforce planning into business planning processes. • Supports the Scientific Research Advisory Committee (SRAC) that provides technical expertise, scientific advice and independent oversight for the Nature Parks research programs. • Supervise honours and post-graduate students.
<p>Scientific leadership and technical advice</p>	<ul style="list-style-type: none"> • Leads the science-based strategy for the organisation that shapes the development and delivery of the Nature Parks 5 year-conservation plan and 30 year-conservation vision, '<i>Beyond the Horizon</i>'. • Represents the Nature Parks as an influential technical expert/authority within discipline nationally and internationally. • Provide high-quality scientific and technical advice to inform conservation management for the Nature Parks. • Establish strategic research directions and priorities for the biodiversity programs across the Nature Parks. • Develops, leads and implements robust evidence-based research program to inform adaptive management of conservation programs. • Drive excellence in science and credibility through peer review publications and transparency. • Provide quality assurance in the application of science and mitigates the organisation from environmental and reputational risks. • Delivery of own research projects, as required.
<p>Financial sustainability</p>	<ul style="list-style-type: none"> • Achieves target funding of a minimum of \$100,000 to fund the Nature Parks conservation priorities with a focus on collaborative partnerships, research linkages and grant opportunities. • Attracts in-kind contribution for research programs and supports the development of fundraising efforts for the organisation. • Set key sponsorship and financial targets for each Nature Parks scientist.



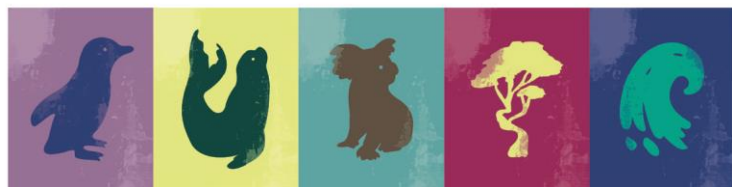
<p>Traditional Owner Relationships</p>	<ul style="list-style-type: none"> • Supports and builds mutually beneficial and respectful relationships with Traditional Owner groups, Registered Aboriginal Parties and Community to incorporate cultural context into scientific planning and decision making. • Ability to appropriately develop and maintain respectful relationships that will support opportunities and self-determination for First Nations People.
<p>External representation</p>	<ul style="list-style-type: none"> • Foster and facilitate new strategic partnerships and collaborations (nationally and internationally) that will contribute to new and emerging research programs for the Nature Parks. • Represents and provides scientific input and advice at state, national and international scientific and government meetings, university sector, forums, committees and with other key stakeholders. • Provide scientific advice into emerging threats of interest to the Nature Parks. • Provides scientific advice into policy, monitoring and evaluation for both government and non-government entities. • Engage with the wider community in the collection of wildlife data, dissemination of research knowledge and involvement in wildlife conservation issues. • Engaging with the local community and other stakeholders on social and environmental challenges and opportunities. • Disseminate scientific findings with relevant audiences • Board member of the Penguin Foundation. • Contributes to environmental emergency response as directed. • As required, engage with media requests and opportunities.
<p>Child Safety</p>	<ul style="list-style-type: none"> • Familiarise themselves with the Code of Conduct, and the Nature Parks policies and procedures to child protection and comply with the requirements. • Promote child safety at all times. • Assess the risk of sexual and physical harm against children within their area of control and eradicate/minimise any risk to the extent possible. • Educate employees about the prevention and detection of sexual and physical harm against children. • Facilitate the reporting of any inappropriate behaviour or suspected abusive activities. • Sign the Child Protection Code of Conduct Agreement annually.
<p>Risk and Compliance</p>	<ul style="list-style-type: none"> • Ensures the implementation and maintenance of the Nature Parks risk management and compliance framework within their area of responsibility, including development and tracking of treatment plans to rectify identified deficiencies. • Ensures emerging risks and compliance obligations are identified, assessed and documented in the register. • Ensures periodic review and assessment of risks and compliance obligations (as documented in risk and compliance registers) relevant to their area of responsibility. • Ensures risk management and compliance requirements and responsibilities are understood and applied throughout their functional team, with training needs identified and addressed. • Ensures compliance with legal obligations relevant to their areas of responsibility. • Maintains an awareness of all identified risks and compliance obligations documented in the risk and compliance registers.



<p>Governance</p>	<ul style="list-style-type: none"> • Maintain an understanding of, and ensure compliance with all values, guiding principles, policies, procedures, authorities and reporting requirements, including: <ul style="list-style-type: none"> – Model behaviour that is consistent with the intent, expectations and obligations of these – Identify and report opportunities for improvement – Monitor and report on compliance with policies and procedures – Contribute to the development and update of policies and • Develop and update procedures.
<p>Health, Safety and Wellbeing</p>	<ul style="list-style-type: none"> • Promote a safety-first workplace culture. • Ensure the safety of all employees, visitors and contractors by <ul style="list-style-type: none"> – Adhering to safe work method statements. – Complying with and following OH&S work practices. – Identifying and reporting workplace hazards, incidents and near misses • Actively participate in safety and wellbeing activities. • Maintain own self-wellbeing.
<p>Workplace Behaviour</p>	<ul style="list-style-type: none"> • Promoting and respecting the practices of equal opportunity, diversity and equity in all the interactions at the Nature Parks, which includes internal and external (visitors, contractors and volunteers) groups. • Meeting organisational standards in relation to quantity and quality of work performed on an ongoing basis in a manner that complies with all of the Nature Parks policies and procedures. • Behaving in a way that demonstrates our values, organisational workplace behaviour and code of conduct expectations. • Wearing uniform in line with uniform guidelines and present for work with a professional, clean and tidy appearance. • Attending and participating in learning and development activities, meetings and maintaining up to date knowledge of activities and events occurring within the Nature Parks.
<p>Respect at Work Diversity and Inclusion</p>	<ul style="list-style-type: none"> • Actively supporting key diversity and inclusion activities and initiatives through understanding, education, attending internal/external events and being an active bystander in the areas of <ul style="list-style-type: none"> – Disability awareness – Aboriginal and Torres Strait Islander People's cultural safety – Gender equality – Gender-based violence and; – Occupational violence and aggression. • Support embedding Action Plans by respectfully working with Community Groups.

WORKING AND ENVIRONMENT CONDITIONS

- Hours are 5 days per week and will involve regular work at nights and on weekends. Additional hours will be required as per business requirements within term of the contract.



	Low < 5Kgs and/or < 2 hours duration	Moderate 5-10Kgs and/or 2-6 hours duration	High > 10kgs and/or 6-8 hours duration
Working in an outdoor environment	✓		
Sitting			✓
Standing		✓	
Walking (including over rough terrain or stairs)	✓		
Squatting / Kneeling / Bending / Twisting	✓		
Pushing / Pulling / Lifting / Carrying / Reaching	✓		
Computer usage (Keyboard/mouse/tablet)			✓
Use tools (Shovels, hammers, and motorised hand tools)	✓		
Operate machinery (Chainsaws, Tractors, and All Terrain Vehicles)	✓		
Drive a Vehicle (Manual and golf buggy)	✓		

QUALIFICATIONS & CAPABILITIES

QUALIFICATIONS/ CERTIFICATES	Commence employment with the Nature Parks and maintain current at all times. <ul style="list-style-type: none"> • Relevant PhD in ecology or equivalent • Police Check • Working with Children Check • Drivers' Licence 	
EXPERIENCE	Essential <ul style="list-style-type: none"> • Demonstrated experience in leading and developing teams • Demonstrated skill and experience in strategic planning, analysis and reporting • Proven ability to publish research in peer reviewed scientific journals, with a strong publication record • Experience in securing strategic research partnerships and funding • Experience in threatening processes and management techniques applicable to conservation management • Demonstrated advocacy experience and negotiation skills with key stakeholders 	Desirable <ul style="list-style-type: none"> • Scientific experience in Victorian coastal biodiversity and ecology • Current networks within government, corporations, community organisations, and the scientific community • Experience working with Traditional Owner groups, Registered Aboriginal Parties and Community to incorporate cultural context into planning and decision making • Experience working across programs that deliver community and environmental outcomes
KNOWLEDGE AND SKILLS	Essential <ul style="list-style-type: none"> • A strong understanding of scientific principles and processes • Highly developed understanding of ecological processes, theory and practice 	Desirable <ul style="list-style-type: none"> • A sound working knowledge of island ecosystems • Knowledge of the Nature Parks conservation programs



	<ul style="list-style-type: none"> • Demonstrated ability to write strategic plans and scientific papers • Strong working knowledge of Microsoft Office Suite • Advisory, change management, problem solving and negotiation skills • Communication, media, interpersonal, influencing and relationship skills • Understanding of budgets, business plans and funding applications • Risk management and governance skills 	
<p>PERSONAL CAPABILITIES</p>	<p>Essential</p> <ul style="list-style-type: none"> • Ability to effectively work across differing organisational cultures • Outstanding presentation skills • Capacity to develop strong business relationships with a variety of stakeholders • Aptitude to be ethical, honest, inclusive and transparent in business and HR related dealings 	<p>Desirable</p> <ul style="list-style-type: none"> • An understanding of, and support for, workplace sustainability principles.