

Senior Technical Officer – Spatial Sciences

Faculty of Science, Agriculture, Business and Law
School of Environmental & Rural Science

- Continuing, full-time
- \$98,231 - \$113,999 per annum (HEO level 8)
- Plus 17% employer superannuation. Salary packaging options are available
- Relocation Assistance Provided
- Applicants must hold ongoing full time work rights at time of application (UNE will not provide sponsorship for this position)

The University of New England in Armidale, Australia, boasts an excellent national and international reputation being a leader in research, teaching and academic innovation that has industry impact. We aim to foster a constructive and engaged culture where creative ideas and innovation thrive.

The Faculty of Science, Agriculture, Business & Law at UNE is currently inviting applications from highly motivated and qualified individuals for the position of Senior Technical Officer – Spatial Sciences in the School of Environmental and Rural Science.

About the Role

This role offers an exciting opportunity for an experienced GIS systems administrator to expand the University's spatial sciences profile. This role is based in the School of Environmental and Rural Science, which has strong research programs across multiple disciplines including environmental management, precision agriculture and urban and rural land management, but will work across the University to integrate spatial sciences across diverse business units.

The Technical Officer will be responsible for licensing and administration of the University's spatial sciences software and end-user support across various disciplines. You will engage with existing and new users to broaden the University's capacity in the spatial sciences and be responsible for data management and sharing both within the University and with external stakeholders. UNE boasts a number of research centres and industry hubs that incorporate spatial science tools, and this role offers an opportunity for an innovative person to work with researchers and other staff at the forefront of a variety of disciplines. The role also involves regular face-to-face and online contact with undergraduate, postgraduate coursework and higher degree research students, including the supervision of on-campus and virtual practical sessions and intensive schools, and during fieldwork.

Skills & Experience

The successful applicant will have experience in the use and administration of spatial sciences software, particularly ArcGIS Online, ArcGIS Desktop and ENVI, with strong specialist software knowledge. You will also need to have an extensive understanding of Work, Health & Safety and risk assessment processes.

This role requires a team player, with the ability to exercise independence, initiative and judgement whilst working under minimal supervision. A high level of interpersonal, oral and written communication skills is a must.

Additional Information

To discuss this opportunity, please contact Professor Nick Reid, Head of School: phone +61 2 6773 2759 or email: nrei3@une.edu.au. To find out more about the School visit: www.une.edu.au/ers.

About Armidale

Living in Armidale you will experience the best of both city and rural living. Enjoy a healthy and active lifestyle with access to shopping, gourmet food, top sporting facilities and cultural delights. You can live in the heart of Armidale or experience the tranquillity of the New England on a rural property.

To find out more, visit: www.armidaleregional.nsw.gov.au.

Closing Date: Midnight, Wednesday 12 August 2020

Reference No: 220058

To demonstrate your suitability for this role, please submit an application which shows how you meet the selection criteria, contained in the position statement.

www.une.edu.au/jobs-at-une

Equity principles underpin all UNE policies and procedures. As a University committed to engaging a diverse workforce, UNE encourages Aboriginal and Torres Strait Islander people to apply.



Senior Technical Officer - Spatial Sciences

School/Directorate	Environmental and Rural Science	Employment Type:	Continuing
Faculty:	Science, Agriculture, Business and Law	Position Number:	0000010554
Classification Level:	HEO8	Location:	Armidale
Number of direct reports:	Nil	Reports to:	Head, School of Environmental and Rural Science
Date classified:	16 July 2020		

University of New England

The University of New England (UNE), Armidale is a regionally based, globally networked university that is renowned for the quality of its student experience and the excellence of its research specialisations. UNE pioneered teaching to external students making it the most experienced provider of distance and innovative online education. Currently there are 24,000 students (80% of whom are distance/online students) and approximately 1,250 academic and general staff. The *UNE Strategic Plan 2016–2020: Together, we can do this* was developed to outline the strategies that will allow us to realise our vision. The following values and plans express the University's culture, direction, and expectation of staff members' conduct, capability and contributions:

- [UNE values](#)
- [UNE 2016 - 2020 Strategic Plan](#)
- [UNE Research Plan 2016 - 2020](#)

The Faculty

The Faculty of Science, Agriculture, Business and Law (SABL) is an innovative collaboration of scientists, researchers, and academics designed to deliver outstanding education and practical learning. The Faculty consists of over 700 staff and postgraduate students with international reach and active industry collaborations with partners across Asia, the Indo-Pacific and Africa. Teaching and learning in Agriculture, Environmental Science, Biomedical Science, Science and Technology, Economics, Business and Law enable unique opportunities to build both deep domain-specific and broad trans-disciplinary knowledge; consolidate real-world experience with higher-education skills, and extend undergraduate expertise with globally recognised discipline mastery that accelerates careers and demonstrates value in an ever-changing world. The Faculty's vision, mission and aspirations are outlined in the [Faculty of Science, Agriculture, Business and Law Strategic Plan 2019-2025](#).

The School

Environmental and Rural Science (ERS) is a research-intensive School that attracts outside and internal competitive funding to support research at the leading edge of agricultural, ecological and biological research nationally and internationally. The School spans seven disciplines: Agronomy and Soil Science, Animal Science, Botany, Earth Sciences, Ecosystem Management, Genetics and Zoology.

Further information can be found on the website: <https://www.une.edu.au/about-une/faculty-of-science-agriculture-business-and-law/school-of-environmental-and-rural-science>

The Role

The Senior Technical Officer administers the University's spatial sciences software suite, supporting researchers, educators, students and other staff in the integration of spatial science into their business activities. The role provides high-level specialist technical support and advice in the use of spatial sciences software and equipment for teaching and research across many disciplines as well as facilitating the establishment of collaborative, trans-disciplinary working groups and managing data storage and sharing.

This position is based in the School of Environmental and Rural Science, which has teaching and research strengths in agriculture, ecology and environmental sustainability, and climate change. The role also services students, researchers and operational staff across the University as required in GIS and Remote Sensing, Precision Agriculture, Geography and Planning, and Facilities Management to meet the University's need for spatial science expertise.

This position requires you to engage with numerous stakeholders including academic staff, higher degree research (HDR) students, Honours, postgraduate and undergraduate coursework students, and other professional staff to ensure effective support and management of spatial sciences business and systems at the University, both academic and operational. This position requires that you be available to work outside of usual business hours at times and engage in field work as required to meet the specific needs of the University.

Key Responsibilities

1. Responsible for the management of University-wide spatial sciences software systems including provision of expert technical support across the ESRI suite of products, ArcGIS Online, ENVI and other Remote Sensing software.
2. Responsible for the negotiation, management and maintenance of the University's licences with relevant software providers.
3. Actively identify new opportunities for integrating spatial sciences systems into research, teaching and other programs across the University.
4. Convene and guide trans-disciplinary strategic working groups to develop the University's capacity in spatial sciences with a view to attracting new academic (teaching and research), training and consultancy business and partnerships with external stakeholders
5. Actively assist HDR students to achieve their project outcomes in a timely manner by providing technical assistance with specialist equipment, analysis design and troubleshooting, and logistical advice relevant to expertise. This may also include fieldwork support.
6. Responsible for the proactive provision of technical and administrative support for undergraduate and postgraduate coursework units relevant to expertise, including operational planning, coordination, training and oversight of activities and personnel; setting priorities and establishing timelines; problem solving, and adapting or developing new procedures to achieve desired outcomes.
7. Develop, review, implement and monitor operating protocols and procedures ensuring compliance with the NSW WHS Act and Regulation and UNE WHS policies.
8. Ensure knowledge of the Rules, Policies and Procedures of the University (available on the University website) is maintained, and abide by them as they are amended, varied or replaced from time to time.

Note: *It is not the intention of the position statement to limit the scope or accountabilities of the position but to highlight the key responsibilities of the position. The responsibilities listed above may be altered in accordance with the changing requirements of the role.*

How you will be assessed for the role

The UNE Core Capability Framework describes six core capabilities for all staff at UNE. Your merit will be assessed based on the demonstration of all or most of the following UNE core capabilities as they relate to the role:

- Shapes and Supports Strategy

- Leads and is Open to Change
- Acts with Courage and Integrity
- Delivers and Achieves Results
- Develops and Maintains Relationships
- Communicates with Influence

You will also need to exhibit the knowledge, educational requirements, skills and attributes required for the position.

To Apply

Your application should be comprised of:

1. **One page cover letter** outlining who you are, your strengths and qualifications, and why you are interested in the role at UNE;
2. **A current resume** containing details of 3 referees. At least one referee should have a thorough knowledge of your work over the past 2 years as your manager or supervisor;
3. **Responses to the selection criteria** below explaining how you best meet these requirements. Your examples should be based on previous performance/experience and you should clearly explain your level of involvement in the example activity, what you have done, how, why, with whom and what the outcomes were.

In preparing your application you should refer to the attributes described in the UNE Core Capability Framework document attached.

Selection Criteria
<p><i>Essential Criteria</i></p> <p><i>Knowledge & Education</i></p> <ol style="list-style-type: none"> 1. Completion of a relevant postgraduate degree or progress towards postgraduate qualifications and extensive relevant experience; or a range of management expertise or substantial technical expertise; or an equivalent combination of relevant experience and/ or education/training
<p><i>Occupation specific</i></p> <ol style="list-style-type: none"> 2. High-level expertise in the provisioning, administration and management of spatial sciences software, with an emphasis on maintaining system functionality, user roles and information security 3. Sound knowledge of the theoretical principles relating to GIS and Remote Sensing
<p><i>Core Capabilities relevant to the Role</i></p> <p><i>Shapes and Supports Strategy</i> <i>Leads and is Open to Change</i> <i>Delivers and Achieves Result</i></p> <ol style="list-style-type: none"> 4. Demonstrated problem-solving ability including the ability to set objectives, coordinate resources and manage priorities to deliver outcomes within deadlines for programs involving multiple stakeholders
<p><i>Communicates with Influence</i></p> <ol style="list-style-type: none"> 5. Excellent interpersonal skills, and the ability to effectively communicate using different media and develop positive internal and external professional relationships

*Develops and Maintains Relationships
Acts with Courage and Integrity*

6. **Ability to work collaboratively and take responsibility for team outcomes, welfare and maintaining a positive workplace culture**

Desirable Criteria

1. **Extensive experience in supporting and managing university-level teaching and research in the spatial sciences, both face-to-face and online**
2. **Extensive experience in managing and negotiating ESRI and remote sensing licences and system administration, including ArcGIS Online**
3. **Extensive experience and training in leadership, people management and supporting university staff and students**

Head of Cost Centre Approved

Name: Professor Caroline Gross

Title: Deputy Dean

Date: 20 July 2020

Signature:



Classified at HEO: Level 8

Name: Rachel Portell

HR position title: Recruitment Consultant

Date: 16 July 2020