

POSITION DESCRIPTION



Position	Biodiversity Project Officer
Level/Classification	Level 5
Reports to	Manager, Sustainability Sustainable Agriculture Specialist
Unit	Pro Vice Chancellor Sustainability
Directorate	Sustainability
Positions Supervised	Nil

Position Purpose

The Biodiversity Project Officer plays a pivotal role in advancing the institution's commitment to environmental sustainability across three focus areas: Sustainability Ethos, Climate Action, and Nature Positive. Grounded in the Murdoch's guiding principles, this position focuses on contributing to the protection and enhancement of Murdoch University's biodiversity and conservation reserve management, biodiversity conservation programmes and related projects. A key element of the role will be to support the effective storage, collation and management of biodiversity and related data on the Murdoch campus and farms. The role will also work with other University stakeholders to raise awareness and understanding of campus biodiversity and environmental values among students, staff, visitors, commercial tenants, and the wider community.

Situated in the Office of the PVC Sustainability, the role will be expected to collaborate with MU's environmental and conservation science researchers and teaching staff to make substantial contributions to the targets set out in *Moorditj Boodja- Strong Country* Sustainability Sub-Strategy and its associated Implementation Plan 2024-2027, in particular the collection, collation and management of data relating to the Biodiversity, Climate Resilience and Water themes.

About Murdoch University

Murdoch University is a young and dynamic university with a foundational commitment to the environment, social justice and inclusion, and making education accessible to more people. Founded as Western Australia's second university in 1974, today, Murdoch has more than 21,000 students and 1,700 staff across campuses in Perth, Singapore and Dubai. With more than 90,000 Alumni, Murdoch graduates can be found all over the world, making a positive difference.

Our Strategy – Ngala Kwop Bidji. Building a brighter future, together – guides the University’s direction and reaffirms our shared purpose to change lives and society for the better through accessible education and research.

The Strategy is focused on three key themes:

- Sustainability: Be a leading university in education, teaching and translational research in sustainability.
- Equity, Diversity, and Inclusion: Build a welcoming, diverse and inclusive community.
- First Nations: Become the University of first choice for First Nations peoples.

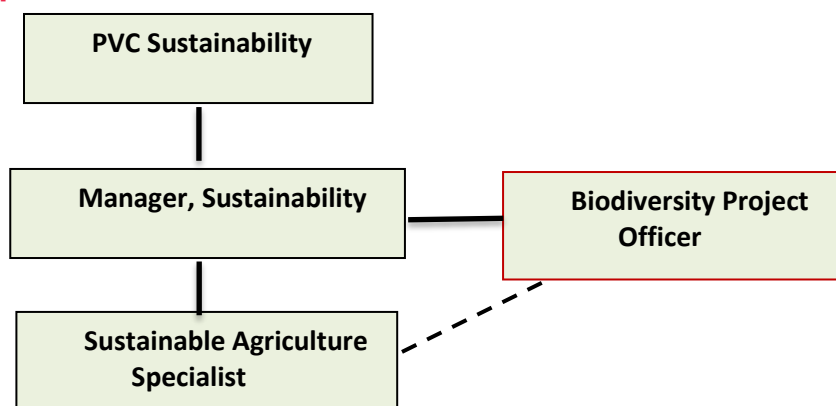
Murdoch is also committed to building engagement with our local community, State, nation, and global society with a track-record in creating strong partnerships with business, government and industry.

About the Work Area

The Office of the Pro Vice Chancellor (PVC) Sustainability is responsible for developing and implementing the programmes and projects that contribute to delivering the objectives set out in the ‘Sustainability’ theme of the Strategic Plan 2023- 2030 on the University campus and farms. The work area also collaborates with the themes of First Nations and Equity, Diversity and Inclusion, in recognition of the interrelatedness of the three themes.

The Sustainability team’s activities are based mainly on implementation of the *Moorditj Boodja- Strong Country* Sustainability Sub-Strategy and its associated Implementation Plan 2024-2027.

Reporting Relationships



Key Responsibilities/Duties

1. Collaborate with subject matter experts to support the development of campus environmental survey methodologies, metrics and indicators to assess campus ecological condition and diversity.
2. Implement environmental survey methodologies to assess and monitor identified environmental values.

3. Assist with developing monitoring and evaluation protocols for campus environmental and biodiversity projects.
4. Support the collation, management and central storage of biodiversity and other environmental data collected to guide and underpin biodiversity, environmental and other sustainability strategies.

Selection Criteria

Essential

1. Tertiary qualification in a related field
2. Demonstrated working knowledge of biodiversity conservation issues.
3. Demonstrated experience in implementing biodiversity data collection methodologies and evaluating the results
4. Demonstrated capacity to support and manage the cohesive collation and storage of data from multiple disciplines.
5. Ability to write analytical and logical reports drawing justified conclusions.
6. Ability to work independently and as part of a team.
7. Developed time-management skills and the ability to prioritise and manage diverse workload demands.

Desirable

1. Experience delivering restoration or NRM projects in Western Australia, particularly on the Swan Coastal Plain.
2. Experience and demonstrated capacity in analysis of multi-disciplinary data sets.

Work Requirements

1. Australian permanent residency or possession of a valid visa with work entitlement in Australia.
2. Current "C" class driver's licence.
3. Australian permanent residency or possession of a valid visa with work entitlement in Australia.
4. The occupant of this position will be required to undertake a criminal record check in accordance with the University's Employee Background Checks Procedure.

General Obligations

While at work, an employee must:

- take reasonable care for their own health and safety and ensure that their acts or omissions do not adversely affect the health and safety of other persons;
- report incidents, injuries and hazards;
- comply with any reasonable instruction that is given by Murdoch University; and
- comply with Murdoch University policies and procedures.

Guiding Principles and Values/Code of Ethics and Code of Conduct

Our Values

- Authenticity
- Integrity
- Respect
- Inclusivity
- Openness

Our Principles

- Act with justice, respect and responsible care.
- Be collegiate and respectful of other points of view.
- Protect academic freedom.
- Be agile, flexible and resilient.
- Make decisions at the most appropriate level.
- Be transparent in decision-making and with information.
- Adopt common approaches to common tasks.
- Be careful stewards of our resources.

All staff will comply with the University's Code of Ethics and Code of Conduct and demonstrate a commitment to its Equity, Diversity and Safety principles and the general capabilities of personal effectiveness, working collaboratively and demonstrating a focus on results.

All Staff complete a Development Review Annually. A Commencing Development Review should be completed within 3 months of commencement.

We acknowledge that Murdoch University is situated on the lands of the Whadjuk and Binjareb Noongar people. We pay our respects to their enduring and dynamic culture and the leadership of Noongar elders past and present. The boodjar (country) on which Murdoch University is located has, for thousands of years, been a place of learning. We at Murdoch University are proud to continue this long tradition.