



## Australian Government

Department of Sustainability, Environment, Water, Population and Communities  
Australian Antarctic Division

# FIELD TRAINING OFFICER

## Overview of the Role

As a Field Training Officer (FTO) you are responsible for the planning, scheduling and delivery of Antarctic and sub-Antarctic field training. You will lead and provide support to scientific and operational groups working in the field. Field safety and the development of station search and rescue capabilities are also an important part of the role.

The FTO role is generally a summer position, however there are opportunities to winter over and a wintering FTO may be selected from the suitable candidate group.

A Senior FTO may also be selected from the suitable candidate group.

## What will you actually do on the job?

- Participate in pre-departure Antarctic related field skill professional development e.g. search and rescue technical ropes course, heli-sling loading, small boat course;
- Become familiar with AAD standard operating procedures, training frameworks and technical manuals;
- Conduct pre-departure, shipboard, sub-Antarctic and Antarctic field training;
- Develop and deliver training programs across a wide range of sub-Antarctic and Antarctic field skills;
- Maintain expeditioner field training records;
- Provide leadership and planning assistance to field programs;
- Coordinate and administer the station field training program;
- Conduct and coordinate station search and rescue training;
- Lead operational search and rescue deployments;
- Maintain, issue, and audit field equipment;
- Maintain travel routes and gps waypoint information;
- Write weekly and end of season reports;
- Provide outdoor recreational opportunities for expeditioners;
- Participate in a post-deployment debrief.

You are required to maintain a personal and practical commitment to the AAD's Work Health and Safety (WHS) and Environmental Policies. The safety and environmental roles and responsibilities relevant to your position will be communicated to you by your supervisor at head office (Kingston) prior to your departure to station. You are expected to set the example and lead by your actions.

As well as these specific job roles you will also be required to perform duties rostered by the Station Leader to support community life such as general kitchen duties, garbage clearance, water duties, and assisting with official programs. All expeditioners are expected to participate in these communal duties.

As this role may require you to be involved in a Safety Sensitive Aviation Activity, a condition of employment is that you may be required to participate in drug and alcohol screening of urine and/or saliva samples.

### **Required Skills, Knowledge and Attributes**

You will demonstrate capability in the following:

- experience in living and conducting field training in sub-Antarctic / Antarctica or similar remote and isolated cold climate environments;
- organisational ability and leadership experience in the support of remote field expeditions;
- instructional ability including preparation of presentations and delivery of training in the following areas:
  - field trip planning including risk assessment;
  - group management including leadership theory and practice;
  - environmental awareness and minimal impact practice;
  - field navigation including the use of GPS units;
  - communications including the use of VHF/HF radios and satphones;
  - snow survival skills;
  - glacier travel and crevasse rescue;
  - mountaineering and technical rope-work;
  - search and rescue including first response and operational coordination; and
  - development of training resource materials.

### **Qualifications & Licences.**

- You will hold a current, "C" class (manual) Australian driver's license.
- You will have experience and/or qualifications in training and assessment in the Outdoor Recreation or Public Safety Industries;
- You will hold first aid qualifications (remote area first aid as a minimum however Wilderness Leaders first aid (65 hours) is preferred); and

- You will have instructor qualifications in rock climbing and/or single rope techniques.

### **Other desirable attributes include**

Experience and skills in the following areas:

- field research program support;
- helicopter operations including sling loading;
- operating quad bikes and snowmobiles;
- small boat (IRB) experience including (restricted) coxswain license;
- cross country skiing;
- sea ice travel;
- chainsaw license; and
- climbing wall supervision.

### **Senior Field Training Officer (SFTO)**

The SFTO role is often filled by an experienced returning FTO. However, any candidate with suitable skills and experience may be considered for the position.

As the SFTO you will be responsible for supervising station FTOs, coordinating training schedules and providing a high level of leadership to expeditioners. The SFTO is part of the station management team.

In addition to the above skills, knowledge and attributes the SFTO should be able to provide evidence of:

- operational planning;
- coordination and scheduling;
- management of training programs;
- staff supervision;
- leadership;
- development of risk assessments; and
- systems development and administration.

It is desirable that SFTO candidates have experience relevant to Antarctic operations.

### **Winter Field Training Officer**

In addition to the above areas, as a winter FTO you will be responsible for:

- search & rescue continuation training;
- winter field trip planning and coordination;
- winter outdoor recreation opportunities;
- maintenance and repair of field equipment;

- field safety system auditing and review.

### **Personal Qualities Requirements**

As a member of a small community there are also personal attribute requirements which the Australian Antarctic Division assesses very closely. You will need to meet the personal qualities criteria listed below.

To be successful you will:

- demonstrate a strong work ethic.
- demonstrate that you can make a positive contribution to the community and team.
- demonstrate that you respond to authority and are compliant with the law, legislative requirements and AAD policies and procedures.
- demonstrate a commitment to Australian Antarctic program specific requirements.

### **Medical, Psychological and Security Screening**

If you are assessed as meeting the above job related and personal quality requirements, you will be required to undergo medical, psychological and security screening. Meeting and maintaining suitability in relation to these requirements is mandatory.

- The AAD's Polar Medicine Unit will determine your medical fitness for duty in Antarctica following tests conducted on our behalf by a nominated medical practitioner. This will include comprehensive drug screening for compliance to undertake Safety Sensitive Aviation Activities (SSAA).
- Psychological assessments are conducted on our behalf by a nominated professional provider.
- Security checks vary depending on the role required. This may be limited to a police records check.