



Job Description Form

Scientific Officer

Position Number:	11464	Portfolio:	Climate and Sustainability
Classification:	Specified Calling Level 2	Reports to:	Principal Scientific Officer, SCL 4
Location:	Joondalup	Direct Reports:	Nil

Description

The Scientific Officer applies professional knowledge and experience to undertake routine water source protection work, investigations and tasks with minimal supervision. The role supports implementation of the water source protection framework by assisting with research, analysis, documentation, stakeholder advice, project delivery and the preparation of materials that inform planning, policy and decision-making. The role also manage more complex matters as skills and experience develop and may build expertise in a specialised area.

The Scientific Officer works independently and as part of a team, contributing to one or more projects and supporting Senior Scientific Officers to achieve business outcomes. This includes assisting with the delivery of water source protection priorities, progressing assigned actions, preparing clear information and advice, and contributing to consistent implementation of policy, legislation and guidance. The role is expected to provide guidance and assistance to entry-level staff and contribute to a positive, collaborative and productive team environment.

Responsibilities

In context of above description, the role:

- Conduct investigations, research, analysis and evaluations under general direction.
- Assess and interpret complex water source protection issues, including identifying cause-and-effect relationships and recommending appropriate actions.
- Coordinate, guide and support subordinate staff, as required.
- Provide professional source protection advice and liaise effectively with internal and external stakeholders.
- Contribute to the development, review and documentation of procedures, methodologies and technical guidance.
- Prepare and review policies, source protection plans, technical reports and guidance materials for internal use and publication.
- Support drafting legal instruments and implementing legislation and policy.
- Support the delivery of projects and business outcomes through the application of scientific knowledge, data and professional expertise.
- Maintain accurate records, documentation and reporting in accordance with organisational requirements.

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- Undertakes additional duties as required within the skills and scope of the position capabilities and departmental needs.

Our people, our leaders, our values

At DWER, every employee is a leader. To support this, we have established clear [Leadership Expectations](#). For this role, you will be a [Personal Leader](#). Demonstrating the expected behaviours is crucial and aligned with the role's requirements.

Our culture is shaped by our [values](#). All employees are expected to uphold equity, diversity and inclusion, work health and safety, and ethical principles in all aspects of their work. This includes demonstrating cultural responsiveness by valuing diverse perspectives and contributing to culturally safe, inclusive, and trusted services – particularly for Aboriginal people and communities.



**We serve to
make a
difference**



**We build
trust**



We care



**Open
minds**



**Better
together**

Work related requirements

Read these requirements in context of the above contents.

1. You have a Bachelor of Science or an approved equivalent qualification in a relevant discipline.
2. You have experience applying knowledge in scientific disciplines such as hydrology or water resource management to assess environmental conditions and contribute robust scientific interpretations. (You think through complexity).
3. You have project management skills, using your experience in planning, coordinating, and delivering climate science and/or water resource projects to achieve high-quality outcomes that support team and agency priorities. (You deliver on high-leverage areas).
4. You have experience developing, reviewing, and implementing policy, processes, and procedures, applying analytical judgement to ensure they remain effective, fit-for-purpose, and responsive to changing operational needs. (You lead adaptively).
5. You have well-developed interpersonal skills and extensive experience working with a wide range of stakeholders to negotiate, collaborate, and achieve agreed outcomes while representing the organisation with professionalism and integrity. (You embody the spirit of public service).
6. You have well-developed communication skills with considerable experience translating complex scientific and technical information into clear, accessible messages tailored to diverse audiences to support shared understanding. (You lead collectively).

Special requirements

- The department will conduct a national police check before offering employment.
- This position requires a current WA 'C' Class Driver's Licence.
- The ability for independent travel.

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