



1. **Position Details**

<i>Title:</i>	Life Sciences Coordinator - Savannah
<i>Reports to:</i>	Life Sciences Manager
<i>Location:</i>	Werribee Open Range Zoo
<i>Band:</i>	C1
<i>Tenure:</i>	Ongoing
<i>Employment Type:</i>	Full Time

2. **Context**

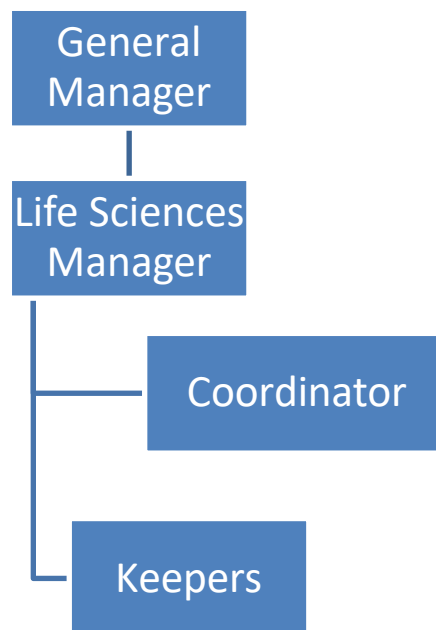
Zoo Victoria operates world-class zoo on three sites: Melbourne Zoo, Healesville Sanctuary and Werribee Open Range Zoo. Our vision is – as a world leading zoo-based conservation organisation, we will fight extinction to secure a future rich in wildlife. To achieve our vision we focus on the following key action areas:

- **Conservation:** We will focus and strengthen the conservation efforts of Zoos Victoria to ensure the delivery of tangible conservation outcomes.
- **Animals:** We will strive to ensure the wellbeing and conservation relevance of every animal within our care.
- **Visitors:** We will provide profound wildlife-based experiences that inspire communities to take actions that benefit wildlife conservation.
- **People:** We care for ZV staff and volunteers by providing support and services, in line with our values, to enable each individual to stay safe, contribute to our vision and realise their potential.
- **Financial Sustainability:** We will ensure the long-term financial sustainability of all our operations to be able to maintain and improve the value of assets and to make a meaningful, measurable and successful investment in conservation.

3. **Purpose Statement**

The Life Sciences Coordinator position is responsible and accountable for directing the day-to-day running of the Savannah team under the guidance of the Life Sciences Manager. They will work together to deliver effective and efficient animal husbandry whilst shaping the culture of the team around the ZV Vision and Values. The position also performs keeping duties.

4. Reporting Lines



5. Accountabilities

Leadership

- Develop a strong, motivated, cohesive and results-oriented team which is focused on supporting ZV's operations
- Demonstrate leadership competencies and behaviours in accordance with ZV Values and act as a positive role model for staff
- Actively collaborate with colleagues to achieve planned outcomes
- Demonstrate and coach staff in keeping competencies and ZV behaviours

Animal Husbandry

Deliver efficient and effective animal husbandry that enhances the management of the Precinct whilst assisting in delivering outcomes of the ZV's Strategic Plan.

Whilst overseeing the day-to-day operations of the precinct, set an example with work standards and provide guidance to staff on the following:

- Animal husbandry
- Animal welfare
- Animal behaviour & observations
- Animal health care
- Animal training and conditioning
- Enrichment
- Capture & restraint
- Record keeping
- Breeding & reproduction
- Collection and species management

Behavioural

- Consistently display professionalism and an appropriate level of confidentiality and discretion.

Communication

- Consistently display strong verbal and written communication and organisational skills.
- Maintain effective communication within the team and with key stakeholders.
- Primary radio contact between precinct and other WORZ departments (completes check-in and check-out procedures).
- Provide a report to PM on daily operations as required.

Operational

- Coordinate day-to-day people and tasks for precincts (including Cert III students, work experience students and volunteers).
- Knowledge of WORZ Precinct policies and procedures.
- Awareness of LEAN principles.
- Management of small projects.
- Daily liaison with Visitor Experience, Learning Experience and media commitments.
- Training and induction of new keepers.

Act as Life Sciences Manager when required.

Safety

- Work within the Safety Circle.
- Ensure that staff are coached to work within the Safety Circle.
- Encourage a speak up culture.
- Report incidents within 24 hours of occurrence.
- Actively monitor workplace to identify hazards and take appropriate action to rectify if hazards found.

6. Selection Criteria

Qualifications

- Certificate III in Captive Animals.
- A current Working With Children Check is required
- A current Australian Drivers Licence is required

Experience

- Significant experience as a trade keeper and in coordinating staff and rounds
- Experience on a variety of rounds
- Experience in coaching, team building and group dynamics

Skills & Knowledge

- Strong written and verbal communication skills
- Strong knowledge of all species and rounds within the precinct
- Strong planning and organisational skills
- Demonstrated capacity to develop a high performing team and to show compassion and support for individual team members
- Proven interpersonal skills that develops and maintains harmonious and participative staff relationships
- Ability to represent the interests of Zoos Victoria in all areas related to captive animal management, husbandry, welfare and conservation
- Commitment to maximising the quality of the visitor experience and the conservation vision.
- Demonstrated commitment to ongoing training and professional development.
- Proven ability to support Life Sciences Manager with staff supervision, career development and staff training.
- Knowledge of and demonstrated commitment to Safety Circle principles
- Understanding of WORZ emergency procedures and ability to act as Sector Warden
- Understanding of Standard Rounds and willingness to lead and support the team through this process