

*Equity principles underpin all UNE policies and procedures. The University is committed to EEO principles, values cultural diversity, and recognises that all its employees have a contribution to make in ensuring an equitable and harmonious working environment.*

## **UNIVERSITY OF NEW ENGLAND POSITION STATEMENT**

**SCHOOL/DIRECTORATE:** Environmental and Rural Science  
**POSITION TITLE:** Technical Officer-Insect Ecology  
**REPORTS TO:** Senior Lecturer in Entomology  
**CLASSIFICATION LEVEL:** HEO 4  
**DATE CLASSIFIED:** 22 October, 2009

### **DIMENSIONS OF POSITION:**

The position of Technical Officer-Insect Ecology is supported by a three-year grant awarded to the Centre for Behavioural and Physiological Ecology (CBPE) by the Grains Research and Development Corporation (GRDC). The position will provide technical support on integrated pest management and insect pest identification with a focus on insect species relevant to the Grains Industry. The Technical Officer-Insect Ecology will also assist in insect sorting, laboratory set-up and management of the laboratory and field equipment.

The position will require the incumbent to be proficient at pest insect identification and specimen preparation. The Technical Officer-Insect Ecology will be the first point of contact for stakeholders using or enquiring about the insect identification service and be involved in outreach events to promote and disseminate information about the service. The position will involve travel to the grain growing areas of northern NSW and may require on-farm liaising.

### **POSITION OBJECTIVES:**

To provide technical support and specialist knowledge in insect identification, laboratory set-up, management of laboratory and field equipment, the sorting of insects and insect specimen preparation. The position will also be the first point of contact for stakeholders enquiring about the insect identification service.

---

## **DUTIES:**

**The following duties will be carried out under procedural direction**

1. With appropriate direction, undertake a range of general laboratory duties which may include: identification of insect specimens, preparations of insect specimens, basic laboratory maintenance, collection of samples and ordering of equipment.
2. Operate a computer using relevant software to enter data from results of analyses.
3. Undertake basic internet searches.
4. Respond to routine enquiries and provide technical advice to students, staff and/or project team.
5. Undertake any other duties as directed and relevant to the position.
6. Be aware of the University's policies and procedures relating to equal opportunity, risk management, occupational health and safety, records management and quality assurance as they apply to this position.

## **QUALIFICATIONS AND SELECTION CRITERIA:**

1. Completion of a relevant associate diploma with a range of relevant experience, including appropriate work experience; or an equivalent alternative combination of relevant knowledge training and/or experience.
2. Demonstrated experience in and an ability to competently identify insect pest species in crops, ideally grains.
3. Knowledge of general laboratory and field techniques and procedures
4. Demonstrated good interpersonal and oral and written communication skills.
5. Demonstrated computer skills including data entry and an ability to use a range of relevant software such as spreadsheets, desktop publishing, database etc.
6. Demonstrated accuracy and attention to detail.
7. Ability to work independently and as a member of a team. Demonstrated ability to prioritise work and meet deadlines.
8. Awareness of EEO, risk management, records management and quality assurance principles, and demonstrated understanding of OH&S principles as they relate to this position.
9. Driver's licence and willingness to undertake liaison with landholders and to perform on-ground farm collections of insects.