



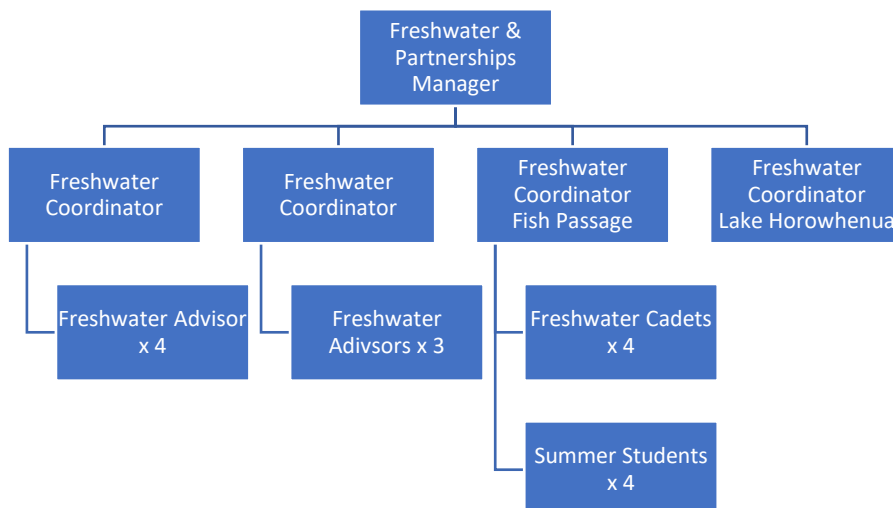
JOB DESCRIPTION

Job Title: Research Assistant – Fulltime (Fixed term – summer student)
Work Unit: Natural Resources and Partnerships Group (NRP)
Responsible to: Freshwater Coordinator – Fish Passage
Responsible for: This job exists to:

- Undertake stream walking, identifying and assessing barriers to fish migration; and completing fish and kakahi monitoring in the Horizons Region.
- Provide field support for freshwater and land implementation programmes, and science research and monitoring programmes.
- Provide data management support for the freshwater and partnerships team including data processing, quality assurance and analysis.
- Collation, reporting and communication of results, findings and conclusions to a wide range of audiences.

Date: August 2020

ORGANISATIONAL CONTEXT





FUNCTIONAL RELATIONSHIPS

EXTERNAL	INTERNAL
<ul style="list-style-type: none"> ▪ Land and asset owners; ▪ TAs; ▪ Public; ▪ Other Regional Councils ▪ Universities and Research Institutes (including CRIs) 	<ul style="list-style-type: none"> ▪ River Management; ▪ Communications; ▪ Consents; ▪ Consents monitoring; ▪ Information Management; ▪ Catchment Data; ▪ Science and Innovation; ▪ Natural Resources and Partnerships Group

PURPOSE

The core function of this role involves walking lengths of the Regions rivers and streams looking for and assessing barriers to fish migration; and undertaking fish and kakahi monitoring. Alongside our freshwater team you will collect, collate and manage data on the presence of barriers to fish migration across our region. The aim of the fish passage monitoring programme is to:

- Determine the presence of barriers to fish migration within the regions waterways;
- Undertake monitoring looking at fish and kakahi populations to determine the severity that a identified barrier might provide to migration;
- Undertake monitoring of previously remediated barriers to monitor the effectiveness of solutions;
- Undertake works to help prioritise barriers across the region for remediation; and
- Undertake work to help the team design, and implement remediation to known fish barriers.

In addition to the fish passage monitoring you will work alongside other freshwater team members and the organisations scientists to support other monitoring programmes. There is an expectation that this role will be at least partially public facing, and may require you to engage with members of the public in conversation to discuss aspects of the work that the Regional Council undertakes.

You will be required to:

- Be comfortable working in the outdoors in all weather conditions and be confident working around water.
- Adhere to Horizons staff policies and procedures at all times.
- Travel across the region (From Waikawa in the South to Taumarunui in the North and out to both the East and West Coasts, a full drivers license is required).



PERSON SPECIFICATION

Qualifications

Essential

- A passion for/in natural science disciplines or be studying or have studied in an appropriate natural science discipline (e.g. natural resource management, environmental science, geology, freshwater ecology).

Preferred

- A Bachelor level degree or equivalent in an appropriate natural science discipline (e.g. natural resource management, environmental science, geology, freshwater ecology) or other appropriate qualification.

Knowledge/Experience/Attributes

- Responsible and reliable, with an ability to follow instructions and adhere to workplace health and safety requirements.
- Able to relate to a wide range of people.
- Excellent communication skills (verbal and written).
- Good organisation skills, being able to self-initiate work, set own priorities and schedules and work to strict deadlines.
- Enjoy working in the outdoors in all weather conditions.
- Be physically fit and confident working safely in and around water.
- Full drivers licence.

OTHER REQUIREMENTS

Be prepared to:

- Work outside of normal business hours.
- Occasional overnight stays away from home.
- Undertake activities, as directed, as part of Horizons Regional Council's response to flood events, environmental incidents and emergency response.
- Maintain a proactive approach to Health and Safety in relationship to your responsibilities and ensure legislative responsibilities and codes of practice are complied with.



KEY JOB COMPETENCIES

▪ Customer Focus:	Commitment to meeting the needs of anyone they work for and with including colleagues.
▪ Job Knowledge:	Have the knowledge and skills to perform the requirements of the position.
▪ Communication:	Use written and verbal language and style appropriate to the audience and context.
▪ Teamwork:	Work constructively with people as a team member to achieve a common goal.
▪ Dependability and Commitment:	Reliable and dedicated to achieving results.
▪ Continuous Improvement:	Adjusts to change and different perspectives, thinks proactively, pursues opportunities and take appropriate action.
▪ Organising for Results:	Ensures work is completed effectively and within agreed deadlines.



DECLARATION

This position description is prepared on the basis of existing and foreseen duties and responsibilities. As such it will not prejudice further specification and/or rearrangement at a later date. Also it will not prejudice *a particular incumbent's ability to achieve personal* development through a change (or partial change) in duties and/or position.

Horizons Regional Council Core Values

Values are the essence of this organisation's philosophy for achieving success. They are the bedrock of our culture and our view of how Horizons Regional Council staff should behave. They also provide us with a common direction and guidelines for day-to-day behaviour.

Professionalism

Professionalism at Horizons Regional Council is delivering what is promised in a skilled, timely and appropriate manner.

Teamwork

Teamwork at Horizons Regional Council is successfully achieving shared goals through dialogue, cooperation and respect for others.

Integrity

Integrity at Horizons Regional Council is being honest with others; respectful of their race, gender, age beliefs or values.

Self-Responsibility

Self-responsibility at Horizons is highly valued. All individuals are responsible for actively managing their own behaviour, learning, developing, and performing, including accepting responsibility for actions.

Approved: _____ (Manager) Date: ___/___/___

Read and Understood: _____ (Incumbent) Date: ___/___/___