

Communication and Impact Officer (Australian Antarctic Program Partnership)

College/Division	College of Sciences and Engineering
School/Section	Institute for Marine and Antarctic Studies
Location	Salamanca
Classification	HEO7
Reporting line	Reports to Program Leader Australian Antarctic Program Partnership

Position Summary

The University of Tasmania is building a vision of a place-based University with a mission to enhance the intellectual, economic, social and cultural future of Tasmania, and from Tasmania, contribute to the world in areas of distinctive advantage. The University recognises that achieving this vision is dependent on the people we employ as well as creating a people-centred University that is values-based, relational, diverse, and development-focused.

We are seeking to appoint a Communication and Impact Officer in the [Institute for Marine and Antarctic Studies](#) as part of the College of Sciences and Engineering.

The Communication and Impact position will contribute to the Australian Antarctic Program Partnership (AAPP), a major research program funded through the Antarctic Science Collaboration Initiative of the Department of Industry, Science, Energy and Resources (DISER). The AAPP brings together government and non-government organisations to deliver and lead a significant part of the national Antarctic science program. The partnership is led by the University of Tasmania (UTAS), and includes the Australian Antarctic Division (AAD), CSIRO Oceans and Atmosphere, Geoscience Australia, the Bureau of Meteorology (BoM), the Tasmanian State Government and Australia's Integrated Marine Observing System (IMOS).

The AAPP will carry out research to understand the role of the Antarctic region in the global climate system and the implications for marine ecosystems, by enabling collaborative research aligned with the Australian Antarctic Science Strategic Plan and Australian Antarctic Strategy and 20 Year Action Plan.

The Communication and Impact Officer will coordinate AAPP's communications and research impact under the broad direction of the Program Leader. The officer will coordinate events, products and position analyses designed to deliver our research to our stakeholders. This role will also track the impact of AAPP research as part of the AAPP meeting its contractual needs and providing high-level support and coordination across a range of AAPP themes and research projects. The position is 1.0 FTE for the duration of the current grant (30th June 2029).

We are an inclusive workplace committed to 'working from the strength that diversity brings' reflected in our Statement of Values. We are dedicated to attracting, retaining, and developing our people and are committed to inclusive principles. We celebrate the range of diverse assets that gender identity, ethnicity, sexual orientation, disability, age and life course bring. Applications are encouraged from all sectors of the community. Tell us how we can make this job work for you.

What You'll Do

- Develop, implement and manage the AAPP's communications plan, Impact Framework and stakeholder engagement.
- Maintain strong internal and external communication networks with AAPP principal and associate partners, and stakeholders.
- Manage media events, including developing news stories, research highlights and media releases, webinars, and prepare staff for media interviews.



- Support development of AAPP position analyses with AAPP researchers.
- Develop AAPP impact statements using the AAPP database and tracking tools.
- Oversee the development and maintenance of the AAPP database to record all AAPP research outputs and activities.
- Manage and maintain the AAPP website and social media accounts.
- Undertake other duties as assigned by the line manager within the scope and accountability of the role.

What We're Looking For (success criteria)

- Tertiary qualifications in a science, information or communications discipline with at least four years subsequent relevant experience; or an equivalent combination of relevant experience and/or education/training.
- Demonstrated record of achievement in communications, information management and presentation, and/or public affairs.
- Experience in managing media interactions and/or community and public relations activities.
- Demonstrated record in developing impact assessments or statements.
- Excellent organisational skills including a capacity to act independently, use initiative, prioritise, solve problems, develop and modify procedures, gather relevant information and refer to relevant staff as appropriate.
- Outstanding oral and written communication skills and demonstrated ability to communicate with, and present information effectively to, a diverse range of people, build strong, trusted networks, and work flexibly and proactively as a member of a team.
- High level skills in word processing, spreadsheet and presentation software, developing material for the internet, and website development and maintenance.

Other position requirements

- Experience working in government and/or parliamentary offices.
- Understanding of University guidelines and procedures, and the ability to apply policy to routine processes.

University of Tasmania

The University of Tasmania is an institution with an enduring commitment to our state and community, and a strong global outlook. We are committed to enhancing the intellectual, economic, social and cultural future of Tasmania. Our [Strategic Direction](#) strongly reflects the University community's voice that our University must be place based but globally connected as well as regionally networked and designed to deliver quality access to higher education for the whole State.

We believe that from our unique position here in Tasmania we can impact the world through the contributions of our staff, students and graduates. We recognise that achieving this vision is dependent on the people we employ, as well as creating a university that is values-based, relational, diverse, and development-focused.

Check out more here:

<https://www.utas.edu.au/jobs>

<https://www.utas.edu.au/careers/our-people-values-and-behaviours>

The intention of this position description is to highlight the most important aspects, rather than to limit the scope or accountabilities of this role. Duties above may be altered in accordance with the changing requirements of the position.

