



POSITION DESCRIPTION

Climate Knowledge Broker

August 2024

UNIVERSITY of
TASMANIA 

Position Summary

College / Division	College of Sciences and Engineering
School / Section	School of Geography, Planning and Spatial Sciences
Location	Tasmania
Classification	HEO Level 7
Reports to	Associate Professor of Climate Adaptation
Direct reports	Nil
Delegation level	No Delegation

Position Overview

The Climate Knowledge Broker will work in a National Emergency Management Agency (NEMA) project *Co-designed applications of future climate projections for local decision making*. The project will enhance and improve the accessibility and applicability of future climate hazard information through the following outcomes:

- Improve risk awareness by framing the impacts of future hazards through a narrative-based approach, which is event-oriented (rather than probabilistic), and corresponds more directly to how people perceive and respond to risk,
- Strengthen decision-making by combining future climate hazard information with other relevant factors in regional scenarios to understand concurrent and compounding risks and inform the development of appropriate stress tests as part of a comprehensive climate risk assessment process,
- Link the physical climate and human social domains that may be affected by future climate hazards to inform on potential risks.

The Climate Knowledge Broker will engage with case study stakeholders, climate scientists and the Australian Government to co-develop and co-deliver the project.

About the University of Tasmania

Welcome to the University of Tasmania, your island campus 1,270 million years in the making. This is heightened education at a slower pace of life. A place that attracts the highest percentage of scientists per capita in the world. Home to towering temperate rainforests, 60,000 years of human knowledge and underground cultural experiences of legend. Take your time to breathe it all in.

Our journey began in 1890, with a seed of academic excellence sown on our island. We inspire and encourage people to flourish and thrive. Our unique circumstances have made us resilient, transforming us into creative problem solvers. Our success is a testament to our quiet determination and adaptability.

We are more than just a place of learning. We are a catalyst for economic growth, a beacon for literacy, a champion for health and a guardian of our environment. We generate powerful ideas for and from Tasmania. We invite inquiring minds, from near and far, to join us in our pursuit of the extraordinary.

Accountabilities and outcomes

Purpose

- Manage the day-to-day delivery of the NEMA funded project “Co-designed applications of future climate projections for local decision-makers’

Key Outcomes

- Under broad direction manage the research project including preparing a project plan which identifies roles and responsibilities, timeline, and engagement approach; scheduling project meetings; liaising with UTAS finance to arrange subcontracting of external case study partners (e.g. state government, local government organisations); and reporting as defined by the funding agreement.
- Coordinate and manage stakeholder engagement with the selected external case study partners, including confirming engagement activities (e.g. co-design of case study approach, agreement on number and format of workshops or meetings), facilitating workshops and delivery of outputs e.g. case study report, guidance on curation and usage of climate information.
- Liaise with climate scientists in the National Environmental Science Program (NESP) Climate Systems Hub to deliver curated climate information (e.g. useable and accessible climate change scenarios) via factsheets, reports and or in-person presentations to external case study partners.
- Coordinate, finalise and deliver complex reporting and strategic communications from the external case study findings. This includes agreeing with climate scientists, external case study partners and project team members the content of the report, finalising collation and proofreading content to ensure readability and accessibility for policy-maker audience and delivery to key project stakeholders including the NESP Climate Systems Hub, the Australian Government and external case study partners.

Behavioural Expectations

We aim for everyone to have a positive experience at our university, and all staff contribute toward creating a university culture that is safe and supportive, enabling our community to flourish by:

- Treating all others – staff, students and community with fairness, equity and respect.
- Ensuring the workplace is an inspiring and safe place to be.
- Ensuring the workplace is free from harassment, bullying, victimisation and discrimination.

Success profile

Personal Attributes

- Evaluative: Excels at examining information and asking probing questions, documenting facts and interpreting data in an objective manner.
- Investigative: Readily takes up opportunities to learn and acquire new skills and is able to identify issues and make intuitive judgements.
- Communicative: Enjoys articulating information and giving presentations. Shapes opinion through influencing skills while challenging established views and assumptions.
- Driven: Takes action and uses initiative to seize opportunities and pursue outstanding results, even when presented with difficulties or setbacks.

Core Capabilities

- **Community Engagement:** Role models a genuine commitment to our mission and plays an active role contributing toward sustainable social, economic and cultural progress for the Tasmanian society we serve.
- **Holistic Decision Making:** Able to form sound judgements based on all available information, considering the potential impacts of decisions from a broad range of perspectives before taking definitive action.
- **Leading Change:** Involves colleagues in designing, co-creating and exploring the changes that will affect them. Ensures lasting adoption of changes by combining established change management practices with people-centred design and behavioural science.
- **Strategy into Action:** Able to set, operationalise and activate strategy into specific actions, timelines and responsibilities to enable the University to deliver on key strategic goals.

Role Specific Skills, Knowledge and Experience

- Experience in knowledge brokering. This includes engaging with external stakeholders from different levels of government, working with scientists or technical experts to share information between users and experts in a useable format – including written and verbal.
- A highly developed understanding of climate change science, climate responsive decision-making and adaptation action.
- An awareness of local, state and federal government governance, policy-making and decision-making.
- Extensive experience in stakeholder engagement, including developing and maintaining relationships, effective communication (verbal and written) and identifying and building networks.
- Experience in managing projects including planning, timeline management, delivery of milestones, contract initiation, budget preparation and management.

Other Requirements

To be eligible for this position, you are required to hold Australian or New Zealand Citizenship, permanent residence or a valid visa that enables you to fulfil the requirements of this role.

As part of our commitment to a safe and inclusive workplace, employment history and criminal background checks may be conducted as part of the selection process.

Willingness to undertake regular interstate travel.



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CRICOS Provider Code 00586B/OOM0610043

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 may be altered in accordance with the changing requirements of the position