



POSITION DESCRIPTION

Position	Science Communications Coordinator		
Position Number	1606A07	Level/ Classification:	HEW0607 (Step 4)
Reports to	Director SoilsWest (Farming Systems Centre)		
Unit	Centre Farming Systems		
Directorate	Domestic Engagement		
Positions Supervised	Nil		

Position Purpose

Located in the Centre for Farming Systems, the Science Communications Coordinator will coordinate, develop and deliver science communication resources and programs with industry, research partners and stakeholders to promote science program outcomes; and engage with stakeholders to identify priority informational needs, and increase translational impact of programs of research. The position will facilitate awareness of SoilsWest projects and proponents and foster relationships with key stakeholders; and work with the GRDC funded soil nutrition project led by DPIRD through SoilsWest to facilitate knowledge exchange and measure impact. The Communications Coordinator will also identify, support and deploy required assistance in the delivery of outreach activities and development of new programs of work.

About Murdoch University

Murdoch University helps people discover how to make a difference, through education and research endeavor, and remains one of the most inclusive universities in the country, providing students with quality education and recognised academic standing within an engaging and caring environment. We are a university for all, irrespective of background and social standing with a focus on social equity, self-direction and freedom of thought and belief.

With strong links to government, business and the community, Murdoch University helps people discover how to make a difference. We are a young, innovative and enterprising

university with more than 23,000 students and 1,700 staff across Perth, Singapore and Dubai. We are committed to high quality education, innovative research, and strong community engagement both locally and internationally.

Our [Strategic Plan and Future Horizon 2017-2027](#) outlines an ambitious blueprint for development and growth, with a focus on one purpose: to be a creative force for current and future generations.

We are clear about our two core goals: to educate free thinkers who thrive in society and are sought after by employers; and, to provide life changing solutions for the world's big challenges through our outstanding translational research and innovative practice.

About the Work Area

The science communications coordinator will work as part of the SoilsWest team within the Farming Systems Institute to develop and implement a strategic communications strategy to increase stakeholder engagement and impact in WA, including working with stakeholder networks to produce a wide range of high quality resources and activities that link government and industry into research and opportunities at Murdoch University. The SoilsWest team works across organisations including Murdoch, The University of Western Australia, the Department of Primary Industries and Regional Development, Curtin University and CSIRO.

Reporting Relationships

Peter Davies	
Daniel Murphy	Frances Hoyle (Director SoilsWest)
	This position

Key Responsibilities / Duties

1. Under the direction of the Director SoilsWest, develop communication and engagement plans, coordinate and implement appropriate science communication activities and resources in-line with industry, research partners, farmers and broader stakeholders appropriate to deliver outcomes relevant to the GRDC Project 'Increasing profit from N, P and K fertiliser inputs into the evolving cropping sequences in the Western Region' (NPK) and SoilsWest.
2. Lead and coordinate the strategic communications plan framework including the planning, development and delivery of research communication resources and activities, in collaboration with internal stakeholders including: industry stakeholders, agribusiness, farmers, academics, researchers, professional staff and government organisations.
3. Initiate and maintain relationships with key external and internal stakeholders including, industry bodies, government organisations, farmers, researchers, consultants, community and schools to develop and deliver against the communication plan.

4. Develop opportunities for outreach partnerships with external organisations and industry.
5. Recruit, train, support and directly supervise Murdoch student ambassadors to assist in the growth and delivery of SoilsWest and umbrella projects, through integration with industry research projects, as well as the development and attendance at appropriate outreach activities.
6. Report quarterly on SoilsWest and GRDC NPK project delivery; and monitor, evaluate, validate and redirect where necessary communication activities and strategy, utilizing appropriate measurement tools to quantify the effectiveness and impact of the communications plan, and ensure that programs are relevant, reputable and meet milestones requirements.
7. Promote SoilsWest and the GRDC NPK programs of research and activity through appropriate internal and external channels, including social media, media platforms, novel delivery of translational science, the writing of articles, stories and marketing collateral.

Guiding Principles and Values / Code of Ethics and Code of Conduct

The founding principles upon which Murdoch University was established continue unabated today. We continue to be guided by the principles of:

- Equity and Social Justice
- Opportunity
- Sustainability
- Global Responsibility

These Murdoch principles come to life through our culture as evidenced by being an institution where the following are clear:

- Integrity
- Respect and Diversity
- Purpose
- Excellence and Future-focus

All staff will comply with the University's Code of Ethics and Code of Conduct and demonstrate a commitment to its Equity, Diversity and Safety principles and the general capabilities of personal effectiveness, working collaboratively and demonstrating a focus on results.

All Staff are to complete a Development Review Annually. Details of the University policies on Development Review can be accessed [here](#). A Commencing Development Review should be completed within 3 months of commencement.

Selection Criteria

Essential

1. Completion of a degree with at least three years subsequent relevant experience or an equivalent combination of relevant experience (Science Communications) and/or education/training.
2. Highly effective communication recognising a range of different learning styles and levels; excellent interpersonal skills and the ability to create, maintain and enhance relationships with a wide range of stakeholders.
3. Previous experience in preparation of communication and engagement plans, developing knowledge exchange and learning activities, and the ability to effectively

interact, lead discussions and support researchers to deliver outcomes relevant to projects.

4. A background in Science Communications with a preference for experience working across different disciplines such as Biological Science, Environmental, Marine, Engineering and/or Agricultural Science.
5. Excellent interpersonal skills, with the ability to create, maintain and enhance relationships with internal stakeholders; university students, professional staff, researchers and academics and external stakeholders; school students, teachers and industry.
6. Experience in developing, coordinating, and managing successful events with people of all ages, from a wide range of backgrounds through a diversity of mediums.
7. Demonstrated high level of organisation, team working, time and workload management and skills, including the ability to prioritise workload to meet deadlines.
8. Experience in the development, coordination and delivery of science information via a broad range of communication mediums including (but not limited to) social media platforms, webinars, written media and translational science articles, presentations, in person discussions, science forums, etc.
9. Identify, develop, organize and coordinate project specific events and activities to enhance engagement and knowledge exchange.

Desirable

1. Extend opportunities to Murdoch students to assist in the growth and delivery of SoilsWest projects, through integration with research projects and outreach activities.
2. Previous experience in science communications within a University and industry sector environment and the development of strategic communication and implementation plans.
3. Demonstrated capacity to work across discipline areas in communication and outreach.
4. Demonstrated capacity to work independently.

Work Requirements

1. Ability to work outside of normal office hours when required.
2. A current or ability to obtain Working with Children check in accordance with the University's Employee Background Checks Procedure.
3. A current or ability to obtain Police clearance in accordance with the Department of Primary Industries and Regional Development policy.
4. Possession of a current C Class Western Australian driver's license.