

POSITION DESCRIPTION

POSITION TITLE:	First Nations Biosecurity Intern
POSITION NUMBER:	5682
DIVISION / SECTION:	Menzies-Ramaciotti Centre
SUPERVISOR:	Ramaciotti Youth Trainer and Engagement Officer 5039
CLASSIFICATION LEVEL:	PAT 1
SALARY RANGE:	\$58,701 - \$60,958 per annum
STATUS (FTE):	1.0
LOCATION:	Darwin, Northern Territory
DIRECT REPORTS:	0
INDIRECT REPORTS:	0
SPECIAL PROVISIONS:	<ol style="list-style-type: none"> 1. Travel to remote communities (by light aircraft or 4WD) Frequency and timings to be agreed. 2. Ability to obtain and maintain a current Working with Children Check (OCHRE card) and NT driver's licence.

ABOUT MENZIES:

Menzies is a national leader in research and education that improves health outcomes for Aboriginal and Torres Strait Islander people and populations across our region. As a leader in global and tropical research into life-threatening illnesses, Menzies continues to translate its research into effective partnerships and programs in communities across Australia and the Asia-Pacific region.

SUMMARY OF POSITION:

These positions are funded through the Northern Australia Biosecurity Strategy as part of the Northern Australia People Capacity and Response Network (NAPCaRN) initiative and are based at the Menzies School of Health Research. The intern will learn what biosecurity is and why it is important. This will include scientific training in the Menzies and Northern Territory Government laboratories, and fieldwork with biosecurity teams. The intern will also be enrolled in an accredited VET or higher degree course, and will be provided study time, peer support, and academic support by the Menzies-Ramaciotti Centre.

PRIMARY RESPONSIBILITIES:

The following responsibilities are not exhaustive and may include others as directed by the Supervisor:

1. Study and learn about relevant biosecurity threats and management.
2. Maintain enrolment and progress in an accredited course approved by the Menzies-Ramaciotti Centre as relevant to biosecurity.

3. Work closely with laboratory and field teams to provide support and learn a range of biosecurity techniques. These may include general project administration, logistics, and operations; data entry; data and specimen collection and analysis and laboratory techniques.
4. Perform tasks under routine supervision and undertake relevant training as directed.
5. Travel throughout the Northern Territory in response to biosecurity threats and research. this would entail travelling with a NTG biosecurity team to sites across the NT including remote areas and including remote communities.
6. Understanding and awareness of relevant Workplace Health and Safety as well as Equal Opportunity principles and legislation along with a commitment to maintaining a healthy and safe workplace for all Menzies staff, students, volunteers and visitors.
7. Carry out any other tasks as reasonably required by the Supervisor, Manager and/or Director.

SELECTION CRITERIA:

Essential:

1. A commitment to enrol and remain enrolled in a relevant accredited course. These include but are not limited to: Certificate III in laboratory skills, Undergraduate Certificate Introduction to Environmental Science, Tertiary Enabling Program, Bachelor of Science, Bachelor of environmental science.
2. Willingness to undertake training in skills required to perform the role.
3. Demonstrated verbal and written communication, with ability to communicate with a range of audiences including First Nations peoples and communicate with the project team.
4. Ability to learn to work with others collaboratively in a team environment.
5. Ability to learn about maintaining confidentiality of data, personal and sensitive information and confidential matters.

SPECIAL CONSIDERATIONS:

The filling of this position is intended to constitute a special/equal opportunity measure under section 8(1) of the [Racial Discrimination Act 1975](#) and section 57 of the [Anti-Discrimination Act 1992](#) (NT). This position therefore only be open to Aboriginal and Torres Strait Islander applicants.

APPROVED BY: Menzies Human Resources
DATE: 04 April 2025

<u>PAT 1</u>		
PACKAGE COMPONENT	GSL 1/1 (\$)	GSL 1/3 (\$)
Gross Salary (position advertised as Professional Administrative and Technical Staff Level 1, Step 1)	58,701	60,958
Superannuation (14% superannuation contribution depends on employee contributing 3% of pre-tax salary)	8,218	8,534
Salary Packaging Grossed Up (Based on utilising the full \$15,900 salary packaging component plus the \$2,650 Meal Entertainment Card.)	6,314	6,686
Leave Loading (Payable on the last pay before Christmas (first year will be a pro rata payment))	1,182	1,227
Total Salary Package	74,415	77,405