



POSITION DESCRIPTION

Position Title:	Environmental Monitoring Officer
Cluster / Business Unit / Division	Nuclear Safety, Security and Stewardship
Section or Unit:	Nuclear Stewardship - Environmental Monitoring
Classification:	Band 4
Job Family:	Science
Position Description Number:	PD-1262
Work Contract Type:	Professional
STEMM/NON-STEMM:	STEMM

POSITION PURPOSE

The primary objective of the Environmental Monitoring Officer is to characterise ANSTO's radiological effluent releases and associated environmental footprint through conducting the Environmental Monitoring Program. The position supports the Environmental Monitoring Scientist(s) to complete the scheduled program of sampling, radioanalytical measurements and compliance reporting to stakeholders and regulators.

ORGANISATIONAL ENVIRONMENT

ANSTO leverages great science to deliver big outcomes. We partner with scientists and engineers and apply new technologies to provide real-world benefits. Our work improves human health, saves lives, builds our industries and protects the environment. ANSTO is the home of Australia's most significant landmark and national infrastructure for research. Thousands of scientists from industry and academia benefit from gaining access to state-of-the-art instruments every year.

The Nuclear Safety, Security and Stewardship Group incorporates High Reliability (Safety), the Nuclear Security and Nuclear Safeguards Division, and the Nuclear Stewardship science and technology platform. The Group provides critical enabling functions for ANSTO ensuring operational compliance for a range of regulators as well providing a range of mandated services to federal and state government departments and agencies.

Nuclear Security and Nuclear Safeguards are among ANSTO's core operational imperatives. The Chief Security Officer leads the Nuclear Security and Nuclear Safeguards Division to manage ANSTO's nuclear security system, which includes: Personnel Security, Physical Security, Security Governance and Intelligence, and Nuclear Safeguards accountancy for nuclear material. The Chief Security Officer is responsible for ANSTO's general security and the additional requirements to secure the nuclear material and radioactive sources in ANSTO's control. The Nuclear Security & Nuclear Safeguards Division's mission is to protect ANSTO's people, information, assets and reputation – enabling ANSTO to deliver nuclear science and technology for the benefit of all Australians.

Within NSSS, Nuclear Stewardship is the custodian of ANSTO's mandated and site-essential science capabilities that respond to the needs of the Australian Government, industry, and the community relevant to nuclear measurement, nuclear forensics, radionuclide metrology, radioanalytical chemistry and environmental monitoring. These capabilities underpin ANSTO's ability to be responsive to and prepared for a range of nuclear stewardship related functions and responsibilities through the provision of trusted scientific advice and specialised services.

The Environmental Monitoring Group provides advice on airborne radiological discharges from ANSTO's licenced facilities. Samples from the local environment are also collected and analysed to assess the radiological impact of emissions on stormwater, groundwater, air and soil. The group maintains networked meteorology and radiation stations at Lucas Heights and in the local area, which support ANSTO's emergency

arrangements including modelling plume movements and potential offsite doses based on real-time weather data.

ACCOUNTABILITIES & RESPONSIBILITIES

Key Accountabilities

- Conduct monitoring of ANSTO's airborne stack emissions including collection and preparation of samples and completing radiological analysis within the specified timeframe;
- Evaluate & interpret the stack emission data against ANSTO and regulatory standards; prepare and distribute a weekly Stack Discharge Report that fulfils licencing, QA and ANSTO requirements;
- Collection, processing and chemical /radiological analysis of various environmental samples (i.e., air, particulates, ground water, surface water, sediment, liquid effluent, biosolids and marine biota) from the LHSTC and local area in accordance with the Environmental Monitoring program;
- Undertaking all work within a quality assurance framework to ensure that the data generated is reliable and accurate, including applying and keeping abreast of relevant guidelines and standards;
- Assist with compiling, editing and publishing reports on ANSTOs environmental performance to internal and external stakeholders;
- Support the ANSTO EMS by assisting with the response to environmental events and requests for non-routine monitoring in a timely manner;
- Source and procure materials/chemicals/consumables ensuring inventory and relevant safety documentation are kept up to date, and ensure laboratory housekeeping is maintained to a high standard;
- Conduct analysis of samples for internal, external and commercial clients, including consultation and preparation of technical reports;
- Contribute to a collaborative working environment which promotes teamwork and knowledge sharing, is client focussed, and achieves high quality scientific outcomes.
- Fulfil Safety, Security, Quality and Environmental responsibilities as specified in AG 2362 of the ANSTO WHS system and the ANSTO Business Management System.

Decision Making

- The ANSTO values, organisational corporate plan, integrated business planning process, NSSS strategy, Nuclear Stewardship Business Plan and Environmental Monitoring group objectives provide the context for the position.
- The position works within a framework of legislation, policies, professional standards and resource parameters.
- The position holder is fully accountable for the accuracy, integrity and quality of the content of advice provided to stakeholders and is required to ensure that decisions are based on sound evidence.
- Daily work priorities are determined within the context of the Environmental Monitoring schedules and agreed work plans. The position holder has some independence in determining the tasks and activities required to achieve day-to-day operational outcomes (under broad supervision) and will consult with line management on complex, sensitive or major issues that may impact on Environmental Monitoring operations.
- The levels of authority delegated to this position are those approved and issued by the Chief Executive Officer. All delegations will be in line with the ANSTO Delegation Manual AS-1682 (as amended or replaced).

Key Challenges

- Maintaining knowledge of applicable ANSTO and Regulatory frameworks.
- Independently manage multiple tasks, prioritise work and effectively plan activities to meet Environmental Monitoring program objectives and project deadlines.
- Keeping abreast of developments in the field of environmental monitoring to contribute to continuous improvement.

- Developing proficiency in radiological analytical techniques including gamma spectroscopy, liquid scintillation counting and alpha/beta counting techniques.
- Calibrating, maintaining and troubleshooting a wide range of scientific instruments and equipment.
- Maintaining QA/QC procedures to ensure high quality data.
- Complying with and taking a proactive approach to continual improvement and implementation of legislation, standards, policies and best practices (e.g. Workplace Health and Safety and ISO9001 requirements).

KEY RELATIONSHIPS

Who	Purpose
Internal	
Line Manager	<ul style="list-style-type: none"> • Receive direction and guidance • Provide authoritative and evidence based advice • Recommend and gain endorsement for improvement plans and goals and other initiatives
Work area team members	<ul style="list-style-type: none"> • Provide and receive supervision, instruction, direction, support, training and technical leadership • Teamwork and knowledge sharing • Engagement and learning
ANSTO Staff (scientists, researchers, engineers, operators, radiation protection)	<ul style="list-style-type: none"> • Develop sample processing strategies • Understand user requirements and desired outcomes • Provide technical advice, analysis and training
External	
Commercial Clients	<ul style="list-style-type: none"> • Understand client requirements and desired outcomes • Co-ordinate sample analysis and prioritisation • Provide technical advice
Suppliers	<ul style="list-style-type: none"> • Purchase laboratory consumables, chemicals and equipment

POSITION DIMENSIONS

Staff Data	
Reporting Line	Reports to the Manager, Environmental Monitoring
Direct Reports	Nil
Indirect Reports	Nil
Financial Data	
Revenue / Grants	N/A
Operating Budget	N/A
Staffing Budget	N/A
Capital Budget	N/A
Assets	N/A
Special / Physical Requirements	
Location:	Lucas Heights. Working in different areas of designated site/campus as needed.
Travel:	May be required travel to other ANSTO sites from time to time. Occasional travel both internationally and nationally. Occasional field work in remote locations.

Physical:	<p>Office based physical requirements: sitting, standing, manual handling, movement around office and site, extended hours working at computer.</p> <p>Laboratory facility physical requirements: lifting, standing for long periods, operating machinery and equipment. Wearing personal protective equipment for the handling of hazardous and/or radioactive materials.</p> <p>Fieldwork physical requirements: working outdoors for extended periods, lifting samples and equipment working at heights, occasional bushwalking or work in semi-confined areas.) Frequent manual handling. Public speaking.</p>
Radiation areas:	Perform duties in an area where hazardous chemicals and/or radioactive materials are handled under tightly controlled safety conditions.
Hours:	After hours work may be required for short and infrequent periods.
Clearance requirements:	Satisfy ANSTO Security and Medical clearance requirements. Required to hold the appropriate national security clearance.
Licences:	A current driver's licence is required with the ability to drive, or learn to drive, a 4WD.

Workplace Health & Safety

Specific role/s as specified in <u>AG-2362</u> of the ANSTO WHS Management System	<p>All Workers</p> <p>May be required to undertake one or more of the specified roles within the context and course of their duties:</p> <ul style="list-style-type: none"> • First Aid Officer • Area Supervisor • Building Warden • Contractor Supervisor • Facility Officer
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ORGANISATIONAL CHART

Refer to published Organisational Chart.

KNOWLEDGE, SKILLS AND EXPERIENCE

1. Degree or equivalent experience in Chemistry, Biology, Environmental Science or a related field (essential).
2. Experience working in a laboratory with chemicals and other materials (essential)
3. Fieldwork experience, eg operating environmental field sampling equipment, collecting groundwater, surface water, soil, biota or air samples (desirable).
4. Strong focus on meeting deadlines whilst maintaining attention to detail (essential).
5. Competent in the use of computers and software applications eg MS Excel, Word, Powerpoint (essential).
6. Ability to follow standard procedures, regulations and WHS requirements and understanding of QA requirements (essential).
7. Evaluation and interpretation of data using appropriate statistical techniques (desirable).
8. Knowledge of chemical and radiological analysis techniques, with particular emphasis on airborne and liquid effluents and/or environmental samples (desirable).
9. Experience in trouble-shooting technical issues with equipment and mechanical aptitude (desirable).
10. Strong customer focus and experience dealing with clients (desirable).

11. Strong interpersonal and communication skills with the ability to interact and communicate with a varied and multidisciplinary audience.

VERIFICATION

This section verifies that the line manager and appropriate senior manager/executive confirm that this is a true and accurate reflection of the position.

Line Manager		Delegated Authority	
Name:	Emmy Hoffmann	Name:	Jennifer Harrison
Title:	Manager Environmental Monitoring	Title:	Leader Nuclear Stewardship
Signature:		Signature:	
Date:	18-8-2023	Date:	18-8-2023

Appendix 1

ANSTO Job Families
Accounting & Finance
Administration
Communications & Marketing
Compliance & Regulation
Engineering and Technical
Human Resources
ICT & Digital Solutions
Information & Knowledge Management
Legal
Manufacturing
Monitoring & Audit
Operations
Organisational Leadership
Project & Program
Research
Science
Security & Intelligence
Senior Executive
Service Delivery
Strategic Policy
Trades & Labour