



Science ASSIST - Lead Advisor

Casual

\$46 Per Hour

About the Federation

The Australian Science Teachers Association (ASTA) is a federation of the Science Teachers Associations from all eight Australian States and Territories.

We believe that by supporting science teachers, we inspire a new generation of scientists and researchers who can advance scientific research and solve problems that will lead us to a better tomorrow.

Our mission is to harness the collective strength of our state science teachers associations and their membership in advocating for science educators nationally.

We work to achieve this mission through advocacy; delivery of national professional development opportunities; national outreach programs, resources, and services of benefit to teachers and students; including the delivery of Science ASSIST.

Science ASSIST is a comprehensive, national online advisory service that provides safety information and support for school science educators and technicians. It provides resources and expert technical advice on school science laboratory safety and procedures in line with relevant state and territory requirements.

With a focus on practical activities, Science ASSIST delivers a wide range of resources and expert technical advice, including guidelines, microbiology safety information, chemical management handbooks, and presentations to support school conversations on science safety and compliance.

About the position

This position will play a crucial role in supporting the Federation and science teachers nationally through the provision of technical advice to our Science ASSIST service. It is well suited to someone with a love and passion for safety in science education who has the ability to work collaboratively with cross-disciplinary teams.

The successful applicant will provide general and technical support to the Project Coordinator - Science ASSIST and will lead the Science ASSIST subject matter advisory team, a national expert advisory group with extensive collective experience across all areas of science.

With a passion for science safety you will ensure the technical quality and accuracy of information provided by the service, act as a key liaison with relevant technical bodies such as Standards Australia, and address general queries as needed.

We'd love to hear from you if you care about supporting science safety so that teachers can bring science alive for students through practical experiences.

You will be required to

Provide general and technical support to the Project Co-ordinator Science ASSIST:

- Work closely with the Project Co-ordinator Science ASSIST to align efforts and ensure the success and credibility of Science ASSIST
- Facilitate technical understanding where required
- Represent Science ASSIST through workshop and conference presentations as required
- Support both the project co-ordinator Science ASSIST and the subject matter advisors to enable the service to deliver timely responses to queries.
- Support the safeguarding of the privacy and confidentiality of client details and sensitive information related to the Science ASSIST.

Provide Consistent and Authoritative Advice

- Offer reliable and authoritative guidance on safe practices for school science teachers and laboratory technicians.
- Address queries and concerns from subject matter advisors providing peer review on advice as required.
- Within the area of your expertise create and maintain information sheets, Standard Operating Procedures (SOPs), and other resources that offer comprehensive instructions and best practices for laboratory safety and inquiry-based activities.

Liaise with Technical Bodies

- Act as a key liaison with relevant technical bodies, such as Standards Australia, to stay updated on safety standards and regulations and incorporate them into advisory services.

- Monitor trends in school science safety and brief subject matter advisers of any changes.

Key Relationships

Internal	Why
Executive Director	The Executive Director is here to support and provide guidance as required.
Program Manager	The Program Manager has oversight of all projects including Science-ASSIST
Project Coordinator - Science ASSIST	Your key point of contact will be the Project Coordinator - Science ASSIST The Project Coordinator is here to ensure the smooth delivery of Science ASSIST and with the Program Manager will develop a growth pathway for the service. Your timesheets will be submitted to the Project Coordinator for approvals.
Science ASSIST Advisors	You will provide technical support to the team of Science Safety subject matter experts to ensure the delivery of a high quality service.
Office Manager	Our Office Manager manages payroll and will process your approved timesheets.
Team	We are a collaborative and supportive team, from time to time you may be required to participate in team meetings.
External	Why
External safety regulators and/or education sections of other scientific organisations.	To ensure provision of accurate and reliable advice. Manage relationships and realise opportunities.

Reporting Line

The Science ASSIST - Lead Advisor reports to the Project Coordinator - Science ASSIST within a collaborative model.

Direct Reports

The Science ASSIST - Lead Advisor will support the technical specialist team that may include chemistry, biology and physics

Selection Criteria

In order to be successful in this role you will need to address the following selection criteria:

1. Demonstrated extensive experience and knowledge aligned with the requirements of the Australian Curriculum: science, with relevant teacher or technician qualifications.
2. Sound knowledge of relevant safe work practices and legislative requirements applicable to school science areas and practical activities.
3. Well-developed communication skills (both oral and written), computer literacy skills, interpersonal skills and the ability to work as part of a team.
4. Demonstrated organisational and time management skills; personal initiative and motivation skills, the ability to work with minimal supervision and to work within tight timeframes
5. Significant expertise in one or more of the following areas:
 - early years (F-2)
 - middle primary (3-5)
 - upper primary (6-7)
 - middle years - secondary
 - Chemical Sciences
 - Biological Sciences
 - Physical Sciences
 - Earth and Space Sciences
 - Safety in the school science department, including safety and quality issues in science equipment and materials

Individual advisors do not need to have expertise in every discipline of science, however it is expected that the collective expertise within the pool should cover the different science areas. It is essential that advisors possess excellent written skills, understand the school environment and are able to deliver advice in a timely manner.

To apply, send your resume to recruitment@asta.edu.au, with a covering letter outlining why you believe that you would be a good fit for the role and addressing the selection criteria.