



## POSITION DESCRIPTION

<b>Position Title:</b>	Nuclear Forensic Specialist
<b>Cluster / Business Unit / Division</b>	Nuclear Safety, Security & Stewardship
<b>Section or Unit:</b>	Nuclear Forensics
<b>Classification:</b>	Band 6
<b>Job Family:</b>	Science
<b>Position Description Number:</b>	PD-1806
<b>Work Contract Type:</b>	Professional
<b>STEMM/NON-STEMM:</b>	STEMM

---

### POSITION PURPOSE

The primary objective of the Nuclear Forensic Specialist is to provide project coordination and subject matter expertise to enable delivery upon the strategic goals of the Nuclear Forensics capability area. The role holder will have a lead role in communicating nuclear forensic capabilities to national, regional and international stakeholders and implementing sustainable approaches for the provision of trusted advice and specialised services that meet customer requirements.

### ORGANISATIONAL ENVIRONMENT

ANSTO is the national organisation for nuclear science and technology. We focus on undertaking leading edge research, delivering innovative scientific services and providing specialised advice to government, industry, academia and other research organisations.

The Nuclear Safety, Security and Stewardship group (NSSS) includes High Reliability (Safety), Nuclear Security and Nuclear Safeguards, and Nuclear Stewardship. ANSTO's leadership in nuclear safety, security and stewardship underpins Australia's nuclear capabilities. The Nuclear Safety, Security and Stewardship Group enable this critical capability to be strategically positioned to support ANSTO in achieving our vision and mission and Government more broadly.

Nuclear Stewardship is the custodian of ANSTO's mandated and site-essential capabilities housed within NSSS that respond to the needs of the Australian Government, industry, ANSTO and the community relevant to nuclear detection, 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 reliable and trusted scientific and technical advice and specialised services.

The Nuclear Forensics capability area operates Australia's designated nuclear forensics laboratory and works in close cooperation and collaboration with internal and external stakeholders domestically and internationally. Nuclear Forensics has a high profile in international engagement and outreach to strengthen global nuclear security and provides trusted advice and specialised services in support of needs of the Australian Government.

### ACCOUNTABILITIES & RESPONSIBILITIES

#### Key Accountabilities

- Apply project management oversight to lead domestic and international engagement and outreach projects, within recognised agreements or mechanisms and within resource and financial appropriations;
- Deliver on Nuclear Forensics projects and capability requirements consistent with strategic plans and goals through the utilisation of knowledge, skills, experience and judgement;

- Deliver on capability improvements in collaboration with national and international scientists and stakeholders in the area of national security and nuclear forensic science, including when appropriate producing reports and publishing findings;
- Oversee and undertake analysis, interpretation and reporting in a forensic science context, relevant to client specified requirements and requests;
- Apply discipline knowledge to ensure that the processes and practices used by the Nuclear Forensics capability area consistent with relevant national and international guidelines e.g. forensic science;
- Maintain high awareness of global nuclear security issues and target appropriate opportunities for promoting national and international awareness of the role of nuclear forensics;
- Contribute to a working environment which promotes teamwork and knowledge sharing, is collaborative and user focussed and achieves quality scientific outcomes and results;
- Undertake additional duties as required and during periods of leave of other staff.

### Decision Making

- The ANSTO values, organisational corporate plan, business plan, operational excellence program, NSSF strategy, and Nuclear Stewardship strategic goals provide the context for the position.
- 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).
- The position works within a framework of legislation, policies, professional standards and resource parameters. Within this framework the position will be provided with the parameters in which to operate projects and activities. The position has some independence in determining the tasks and activities required to achieve day-to-day operational outcomes.
- The position is fully accountable for the accuracy, integrity and quality of the content of advice provided to the Science Program Manager, Services and Operations and is required to ensure that decisions are based on evidence, but at times may be required to make sound judgements in complex decision making.
- Daily work priorities are determined within the context of agreed work plans and schedules, consulting with line management on complex, sensitive and major issues that have a significant impact on project delivery.

### Key Challenges

- Understanding and operating within the complex relationships that exist between government agencies to implement a nuclear forensic capability, both nationally and internationally
- Manage and build our partnership relationships with national security agencies and other stakeholders of ANSTO's nuclear forensics capabilities.
- Managing time and resources effectively and being adaptable to satisfy needs of multiple internal and external customers.
- Communicating project requirements and motivating people to deliver on milestones within agreed timeframes.
- Ensure continual improvement and implementation of best practice in the delivery of products and services.

### KEY RELATIONSHIPS

Who	Purpose
<b>Internal</b>	
Line Manager	<ul style="list-style-type: none"> <li>• Receive guidance and direction</li> <li>• Provide expert, authoritative and evidence-based advice</li> <li>• Recommend and gain endorsement for plans and goals and other initiatives</li> </ul>

Work area team members	<ul style="list-style-type: none"> <li>• Provide expert advice on a full range of matters</li> <li>• Provide leadership on delivery of projects consistent with capability area requirements</li> <li>• Contribute to group decision making processes, planning and goals</li> <li>• Collaborate and share accountability</li> </ul>
Nuclear Safety, Security & Stewardship	<ul style="list-style-type: none"> <li>• Engage with subject matter experts to support delivery of projects consistent with strategic plans and goals</li> </ul>
Government and International Affairs	<ul style="list-style-type: none"> <li>• Work cooperatively with Government partners in conjunction with GIA</li> </ul>
Platforms and Research Themes within NST	<ul style="list-style-type: none"> <li>• Build constructive and productive relationships with NST's themes and platforms is support of the delivery of client services</li> </ul>
<b>External</b>	
National and international stakeholders	<ul style="list-style-type: none"> <li>• Consult to identify stakeholder needs</li> <li>• Develop fit-for-purpose nuclear forensics products to meet stakeholder needs</li> <li>• Develop networks to enhance ANSTO's national and international reputation in nuclear forensics</li> </ul>
International Organisations	<ul style="list-style-type: none"> <li>• Represent ANSTO and Australia at nuclear forensic fora</li> </ul>

## POSITION DIMENSIONS

<b>Staff Data</b>	
Reporting Line	Reports to either the Science Program Manager, Services and Operations or Manager Nuclear Security Science
Direct Reports	Nil
Indirect Reports	Nil

## Special / Physical Requirements

Location:	Lucas Heights Working in different areas of designated site/campus as needed
Travel:	May be required travel to ANSTO sites from time to time Frequent travel both internationally and nationally
Physical:	Office based physical requirements (sitting, standing, minimal manual handling, movement around office and site, extended hours working at computer) Laboratory physical requirements (sitting, standing, frequent manual handling up to 20kg) Public speaking Wearing personal protective equipment for the handling of hazardous and/or radioactive materials
Radiation areas:	Perform duties with and in an area where radioactive materials are handled under tightly controlled safety conditions Perform duties with and in an area where hazardous chemicals or materials are handled under tightly controlled safety conditions
Hours:	Willingness to work extended and varied hours based on operational requirements 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

## Workplace Health & Safety

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

## ORGANISATIONAL CHART

On file

## KNOWLEDGE, SKILLS AND EXPERIENCE

1. Degree or higher in relevant field of science or related discipline.
2. Extensive experience working in a national security related field, including awareness of legislative, regulatory, policy, procedural and safety requirements for working with radioactive material.
3. Proven ability to plan, manage and lead projects.
4. Knowledge of and experience in forensic science based laboratory practices and arrangements and/or knowledge of the nuclear fuel cycle.
5. Strong team and stakeholder focus with demonstrated ability to build collaborative business relationships and networks.
6. Demonstrated ability to apply good judgement, work under limited supervision, prioritise work and respond to changing priorities and deadlines.
7. Strong interpersonal and communication skills with the ability to interact and communicate verbally and in writing with a varied and multidiscipline audience.
8. Knowledge of Australian and global nuclear policy and related issues e.g. international cooperation, non-proliferation issues, Australian science policy, and the nuclear fuel cycle.
9. Demonstrated competencies managing and building relationships with our national security partners.

## 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:	Kaitlyn Toole	Name:	Jennifer Harrison
Title:	Science Program Manager, Services and Operations	Title:	Leader, Nuclear Stewardship
Signature:		Signature:	
Date:	10/01/2024	Date:	10/01/2024