# Position Details

Role summary for potential applicants

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| **Advertised Job Title:** | Indigenous Cadetship – Health, Safety and Environment |
| **Reference Number:** | 31321 |
| **Classification:** | Indigenous Cadetship |
| **Salary Range:** | Weekly stipend of $300 during periods of full-time study + 12 week paid work placement each year (starting at $570 per week before tax) |
| **Location:** | North Ryde, Clayton, Parkville, Geelong or Perth |
| **Tenure:** | Specified term |
| **Relocation assistance:** | Will be provided to the successful candidate if required |
| **Applications are open to:** | Open to people of Australian Aboriginal and/or Torres Strait Islander descent *(Proof of Aboriginality will be required prior to confirming the appointment)* |

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| **Role Overview:** |
| The Indigenous Cadetship Program is an initiative of the CSIRO Indigenous Engagement Strategy which seeks to significantly increase Indigenous employment nationally within CSIRO. Through this strategy, CSIRO aims to enhance the educational, employment, training and career development opportunities for people of Aboriginal and/or Torres Strait Islander descent.  Indigenous Cadetships may be offered to people of Australian Aboriginal and/or Torres Strait Islander descent who are enrolled for full-time study in their first undergraduate degree course at an Australian university. Upon successful completion of the Cadetship, Cadets will be encouraged to apply for positions in CSIRO relevant to their qualification and skills.  An opportunity exists for a cadet to join the **Health, Safety and Environment** team**.** In this role you will work with team members to further develop the safety culture with the organisation.  The Health, Safety and Environment (HSE) function within CSIRO seeks to continuously improve the safety of the working environment to prevent injuries and illness, while caring for the natural and built environment. HSE is responsible for supporting the objectives of striving for Zero Harm in CSIRO and the delivery of a one-CSIRO HSE culture through consistency of strategy, procedure and deployment of initiatives. It is committed to reinforcing line management accountability by ensuring that professional and skilled HSE support is available; effective working relationships are developed and sustained; and that best HSE practice can be transferred across CSIRO.  Cadets will also have the opportunity to participate in CSIRO’s Aboriginal and Torres Strait Islander Forum. The forum brings together Aboriginal and Torres Strait Islander employees across the organisation (via a monthly webinar) and offers invaluable networking opportunities, as well as providing another layer of support throughout the Cadetship. |

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| **Duties and Key Result Areas:** |
| * Undertaking technical safety reviews in such areas as chemical management and equipment safety * Facilitate and coordinate training sessions with staff on undertaking risk assessments and utilising CSIRO’s safety systems * Coaching of staff on how everybody can be a safety leader * Researching innovative ways to engage teams in safety * Comply with CSIRO general policies and procedures, OH&S policies and requirements. * and/or subsequently such duties as the Chief Executive, or a person who has the appropriate authority, may allocate from time to time. |

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| **Selection Criteria:** |
| *Please note: Under CSIRO policy only applicants who meet all the essential criteria can be appointed.*  Pre-Requisite:   1. Enrolment in full-time study in your first undergraduate degree course in science, engineering or safety at an Australian university. 2. Confirmation that you are of Aboriginal or Torres Strait Islander descent.   Essential Criteria:   * Ability to demonstrate knowledge of issues within contemporary Aboriginal and Torres Strait Islander societies. * Evidence of the development of a sound understanding of your discipline of study and its link to the advertised position(s). * Ability to participate and contribute in a team environment. * Evidence of sound research and study skills, including: written and oral communication skills, and numerical and data management skills. * Independently motivated, a self-starter and able to work with minimal supervision.   *Desirable Criteria:*   1. Evidence of experience in coaching teams   As Australia’s Innovation Catalyst, CSIRO has strategic actions underpinned by behaviours aligned to Excellent science, Inclusion, trust & respect, Health, safety & environment and Deliver on commitments. In your application and at interview you will need to demonstrate alignment with these behaviours. |

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| **Other Information:** |
| This is an identified position to be occupied by an Aboriginal person and/or Torres Strait Islander person only. You will be required to provide confirmation of Aboriginality or Torres Strait Islander descent.  **The Cadetship provides:**   * study allowance of $300 per week during periods of full-time study (40 weeks) * $500 per semester to assist with study costs * 12 weeks of paid work during each year of the cadetship (usually completed during the long break at the end of each academic year &/or during semester breaks) * financial assistance to cover the cost of relocation during the 12 week work placement, including flights and accommodation if required * payment of Higher Education Contribution Scheme (HECS) costs upon successful completion of units which are attributable to the period and course of study of the cadetship.   **How to Apply**  Please apply for this position online at [www.csiro.au/careers](http://www.csiro.au/careers).  **You will be requested to:**   1. submit a **Resume** which includes a cover letter stating why you are interested in a cadetship with the CSIRO in the ‘*Resume and cover letter*’ field; 2. upload your most recent **academic results** (or confirmation of enrolment if you have not commenced your studies) in the ‘*Eligibility documents’* field; and 3. upload your **Confirmation of Aboriginal or Torres Strait Islander descent** in the ‘*Eligibility documents’* field. This can be submitted later if you do not have a copy at present.   If you experience difficulties applying online call 1300 984 220 and someone will be able to assist you. Outside business hours please email: [csiro-careers@csiro.au.](file:///C:\Users\smi969\AppData\Local\Microsoft\Windows\hin099\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\Local%20Settings\aus051\Local%20Settings\Temporary%20Internet%20Files\Content.Outlook\Stationery\csiro-careers@csiro.au) Please note only two documents can be attached to your application.  **Referees:** If you do not already have the names and contact details of two previous supervisors or academic/ professional referees included in your resume/CV please add these before uploading your CV  **Contact:** If after reading the selection documentation you require further information please contact: Heather Campbell via email at: [heather.campbell@csiro.au](mailto:heather.campbell@csiro.au) or by phone on: 0408068897.  *Please do not email your application directly to Heather Campbell. Applications received via this method will not be considered.*  **About CSIRO**  At CSIRO, we do the extraordinary every day. We innovate for tomorrow and help improve today – for our customers, all Australians and the world.  Our innovations contribute billions of dollars to the Australian economy every year. As the largest patent holder in the nation, our vast wealth of intellectual property has led to more than 150 spin-off companies.  With more than 5,000 experts and a burning desire to get things done, we are Australia’s catalyst for innovation.  CSIRO. We imagine. We collaborate. We innovate.  **CSIRO - Health, Safety and Environment** is committed to safeguarding the health, safety and wellbeing of our people, our partners and the communities in which we operate. |