

POSITION DESCRIPTION



Date: 19 February 2025

1. Position Identification

Title:	Aquarist				
Position Number:	PE.RE.83	Level:	5	Agreement:	Shire of Exmouth Enterprise Agreement 2017
Department:	Community and Economic Growth				
Section:	Ningaloo Aquarium & Discovery Centre (NADC)				
Location:	Exmouth, Western Australia				

2. Reporting Relationships

Reports to:	Coordinator Aquarium and Tourism Services
No of Direct Reports:	Nil

3. Value Statement

Embrace and promote the values of integrity, accountability, respect and innovation.

- **Integrity**
We act with care and diligence - making decisions that are honest, impartial, timely and based on all relevant information.
- **Accountability**
We use Shire resources in a responsible and accountable manner that ensures the efficient, effective and appropriate use of resources and information.
- **Respect**
We treat people with dignity, fairness and recognise their interests and rights.
- **Innovation**
We strive for continuous improvement, embrace change and challenge the status quo.

4. Role Purpose

Reporting to the Coordinator Aquarium and Tourism Services, the Aquarist is responsible for assisting with the management of the Ningaloo Aquarium & Discovery Centre including all life support systems, providing high quality husbandry for the animal collection, and ensuring a high standard of customer experience. In the absence of the Senior Aquarist, this role will temporarily take on some or all their duties.

5. Key Objectives

- Provide daily care of assigned animals, exhibits and life support systems according to established standards of appearance and animal care. Making daily observations of animals for health assessment according to established norms for their behaviour and appearance.
- Assist the Coordinator and Senior Aquarist with the effective delivery of the day to day functions of the NADC including ensuring all exhibits are in working order and maintained to the highest standards.
- Provide expert-level care for a diverse range of aquatic species, including monitoring health and administering basic medical treatment.

6. Key Responsibilities

- Day to day management and monitoring of Animal health and welfare.
- Perform regular diving duties and follow all safety guidelines and procedures related to diving, including maintaining a dive log.
- Ensure all diving equipment is maintained and in good working order.
- Maintaining written records of operations including (check sheets, water quality, maintenance, training)
- Assist the Senior Aquarist with establishing appropriate dietary regime, medications and enrichment requirements.
- Working as part of a team to maintain up to date written procedures for all aspects of the daily NADC operation.
- Maintain all work areas of the NADC to ensure that they are safe, clean and workable at all times.
- Conduct regular inspections and assessments to ensure exhibits meet regulatory requirements and safety standards.
- Perform routine cleaning and maintenance of tanks, exhibits and aquatic facilities to uphold cleanliness and aesthetic standards.
- Introduce and rotate environmental enhancements such as plants, hiding spots and substrate variations to create dynamic and engaging habitats.
- Assist with stocktakes and ordering all consumables (feeds, chemicals, medications etc)
- Performing informal and formal presentations to guests as required.
- Any other duties consistent with the level of this position.
- When rostered, being On Call for any callouts or alarms.

7. Risk Management and Workplace Health and Safety

Participate, contribute and demonstrate personal commitment to safe practice and environmental awareness that is compliant with Duty of Care requirements under the Work Health and Safety Act 2020 and relevant regulations and guidance notes.

Identify potential hazards and take appropriate action in accordance with policies and procedures.

8. Qualifications and Work Experience

Mandatory Requirements

- Hold a Rescue SCUBA dive certification or equivalent.
- Hold a current national Manual "C" class driver's licence.
- Hold a current Occupational Dive Medical
- Valid Australian Work Rights

Essential

- Relevant tertiary qualifications and/or relevant experience in marine and reptile animal husbandry.
- Knowledge of aquatic animal husbandry including feeding, breeding and water chemistry.
- Hold a Rescue SCUBA dive certification or equivalent.
- Developed computer literacy including Microsoft programs such as Excel, Word and Outlook.
- Developed communication and interpersonal skills with the ability to present information across a range of levels.
- Demonstrated ability to work effectively in a small team environment.
- Ability to demonstrate and support the values of the Shire of Exmouth.
- Marine filtration experience.

Desirable

- Coral husbandry experience.
- CPR and first aid.

Note: The requirements and responsibilities in this position description are a general guide only and are not all inclusive. The Position Description may be reviewed at any time based on operational requirements.