

Position Title	Scientific Officer
Group/Portfolio	Griffith Health / Technical Partners Health – Laboratory and Preclinical Experience (LPE)
Classification	HEW 5
Position Number	00064264
Reports To	Technical Manager LPE TPH
Employment Type	Continuing

1.0 Position Purpose

Under the general direction of the Technical Manager (LPE) and in close collaboration with Team Leaders and other technical staff, this position is required to work across a range of specialised teaching laboratory facilities and assist with wide-ranging laboratory support for student laboratory teaching practicals in wet laboratories, simulation and pre-clinical areas. This position will work to support a range of disciplines within Technical Partners (Health) in partnership with academic and professional staff colleagues.

2.0 Eligibility Requirements

The occupant of this position will have completed a Health or Science degree, or possess an equivalent combination of relevant education, training, and experience in wet laboratory, clinical, simulation, or preclinical environments.

3.0 Key Responsibilities

- Interpret laboratory manuals, and resource statements to set-up practical classes and collaborate with colleagues and course conveners to facilitate the development and improvement of new and existing experiments and protocols and regularly update related laboratory documentation.
- Set up, pre-run, service teaching laboratories and dismantle experiments for a range of health disciplines in preclinical, clinical and simulation environments.
- Provide scientific advice and instruction to staff in methodology development, sample preparation, chemicals, biologicals, solution preparation, instrumentation use and data interpretation of laboratory results where required.
- Accurately and precisely prepare and maintain chemical stock solutions, stains and biological cultures including micro-organisms and prepare samples for classes.
- Prepare repair and equipment maintenance schedules and coordinate and/or carry out regular preventative maintenance and/or calibration of equipment to ensure availability and functionality for teaching programs.

- Implement facilities best practice to ensure the professional standards for teaching laboratories and preparation laboratories is maintained as well as appropriate labelling and storage of resources.
- Follow relevant guidelines, maintain laboratory systems, undertake risk assessments, and update all relevant health and safety documentation ensuring compliance with relevant workplace health and safety standards and requirements.
- Create and/or regularly update databases, standard operating procedures and resource statements ensuring university quality assurance standards are met.
- Source and recommend laboratory consumables, equipment and suppliers based on quality, availability and value for money.
- Develop and maintain productive relationships with relevant scientific organisations and suppliers and attend further training to develop skills and keep abreast of technological advances.
- Assist in planning, preparation and support of special purpose events including community engagement activities, workshops, and pathway programs.
- Keep stakeholders informed of progress with respect to tasks, participate in team meetings, and carry out other duties in keeping with the level of appointment as directed by Team Leader or Technical Manager LPE.
- Lead and promote adherence to the principles of respect, high performance, inclusion, collaboration, and integrity as outlined in the Health Group Charter and exhibit good practice in relation to the same.
- Lead and promote compliance with relevant legislation and University policies and procedures, including equity and health & safety and exhibit good practice in relation to same.
- Be a leading example of the principles and values embodied in the University's Code of Conduct, and behave, act, and communicate at all times to reflect fairness, ethics, and professionalism.
- Act as a nominated first aider in the local area as required and carry out other duties relevant to the level of appointment as directed by Team Leader or Technical Manager.

4.0 Key Capabilities

Griffith University identifies the attributes of resilience, flexibility, creativity, digital literacy and entrepreneurship as critical to our graduates' success, in the rapidly changing future world of work. We have established a Griffith University Capability Development Framework to provide a common language of some of the non-technical organisation skills that will support our staff to thrive now and into the future. The Capability Development Framework will assist you to understand the current skill level of this position in the non-technical but critical skill domains that are increasingly important in a changing workplace context.

To read about some of the non-technical organisation skills for this position, please see the Leads Self section of our [Capability Development Framework](#).