



Engagement Officers, Australian Space Discovery Centre

Location: Adelaide

The Australian Space Agency, with assistance from Questacon, is establishing the Australian Space Discovery Centre located within the McEwin Building, Lot Fourteen in Adelaide – the home of the Australian Space Agency.

The Australian Space Discovery Centre will inspire the next generation of the space workforce through stories of opportunity, curiosity and technology and engage the Australian community with information and interactive experiences involving the national space sector. Underpinned by a strong STEM education focus, the Australian Space Discovery Centre will highlight diverse opportunities and pathways in space careers with the aim of inspiring young Australians to pursue a career in space.

In doing so, the work of the Australian Space Discovery Centre will contribute to the Agency's goal of tripling the size of Australia's space sector and creating an additional 20,000 jobs by 2030. It also closely aligns with the Agency's fourth strategic pillar: inspiring and improving the lives of all Australians.

The first of its kind, state of the art facility is on track to open to the public in the first half of 2021.

The Centre is part of the Australian Space Agency, which has additional responsibilities including providing national policy and strategic advice on the civil space sector, coordinating Australia's domestic space sector activities, leading international space engagement, supporting the growth of Australia's space industry and the use of space across the broader economy including the Moon to Mars initiative (M2M), administering space activities legislation and delivering on our international obligations, and inspiring the Australia community and the next generation of space entrepreneurs.

In conjunction with the Australian Public Service (APS) Code of Conduct and Values, the Agency has specific values that guide how we conduct our business both internally and externally. It is expected that all staff of the Agency closely identify and embrace these values.

Please visit www.space.gov.au to learn more about the Agency and understand our values.

Our ideal candidate

We are seeking Engagement Officers to work as part of a team to deliver the visitor experience of the Australian Space Discovery Centre.

The required skills and experience for this position include, but are not limited to, the following:

- demonstrated experience and ability in delivering effective public engagement activities in a variety of formats (such as live presentations, structured workshops, demonstrations, facilitated discussions, videoconferences, etc.) to a variety of audiences,
- demonstrated experience providing high quality customer service, preferably in a public-facing role in a cultural institution such as a science centre or museum,
- an interest in communicating on topics relevant to the ASDC such as STEM, earth and space science, technology and innovation, education, medicine, and human history and culture; an enthusiasm for Australia's space sector; and a willingness to learn,
- the ability to work positively and productively in a rapidly changing work environment and under pressure,
- excellent communication skills with the ability to engender enthusiasm in their audience—especially young people—and tailor their presentation style to meet their audience's needs, and
- the ability to work proactively as an individual and collaboratively as a member of a team.
- Skills and experience that are highly desirable for this position, but not essential, include:
- qualifications—either completed or in progress—and/or professional experience in one or more of the following areas:
 - Science, especially space science
 - Engineering
 - Science communication
 - Museum studies
- fluency in languages other than English, including Auslan (Australian Sign Language)
- experience with audio-visual and multimedia engagement, particularly in a cultural institution such as a science centre or museum.

What you will do

In delivering the visitor experience of the Australian Space Discovery Centre, your duties will include:

- high quality delivery of a number of programs for a variety of audiences, such as live presentations for public audiences, workshops for school groups, guided explorations of potential space career paths, and facilitated discussions with space experts

- operational tasks such as staffing the reception desk, operating a pop-up retail shop, or minor cleaning and maintenance,
- assisting with the development, testing and evaluation of new content, activities and delivery methods
- adhering to policies and procedures and undertake regular in-house training to ensure both the ongoing safety and high quality of programs
- providing open communication to all team members, including giving and receiving feedback and effectively contributing as part of a team
- carrying out other activities as required in support of the ASDC's programs
- working within Australian Government guidelines (e.g. Workplace Health and Safety, APS Values and Code of Conduct)

The Australian Space Discovery Centre will be operate both during the week and on weekends, and this position will likely involve work on weekends, on public holidays and after hours.

Eligibility

To be eligible for employment in the APS and the department, applicants must be Australian Citizens.

The successful applicant will also be required to obtain and maintain a Working with Children Check in South Australia.

Security Clearance

These positions require a Baseline security clearance. The successful applicants will be required to obtain and maintain a clearance at this level.

Notes

This recruitment process is being used to fill a number of non-ongoing and casual APS Level 4 positions. A merit pool may be established to fill future ongoing and non-ongoing APS Level 4 vacancies should they become available within 12 months from the date advertised.

This role is located in Adelaide. Relocation assistance will not be provided for these positions.

Roles under affirmative measures – Indigenous and affirmative measures – disability are also available.

How to apply

Please refer to our careers pages to find out more about the roles and how to apply.

Contact information

For more information regarding this opportunity, please contact Michael Bennett via michael.bennett@questacon.edu.au or on (02) 6270 2854.

Learn more about the department

The department's Enterprise Agreement and policies provide for a flexible working environment to assist staff balance their work and home life. Staff and managers work together to balance the operating needs of the work unit with the needs of the individual. Options may include part time working arrangements, working from home or other arrangements as agreed by all parties.

The department is committed to a workplace culture that is respectful, inclusive, and diverse, where all employees have a sense of belonging and can bring their authentic whole selves to work every day. We encourage applications from Aboriginal and/or Torres Strait Islander people, mature age, people with disability, culturally and linguistically diverse people and people of the LGBTIQ+ community, including transgender, gender diverse, and intersex people.

Please contact our Inclusion and Capability team at Diversity@industry.gov.au for a confidential discussion if you identify from any of these diverse backgrounds and would like to discuss this in more detail.

Please contact recruitment@industry.gov.au or (02) 6276 1235 if you require assistance with your application. Alternatively please refer to our [Applying for a position](#) information.

Applications close: 31 Jan 2021 11:55 PM Cen. Australia Daylight Time

WEB LINK