

POSITION DESCRIPTION

Research Officer

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| Reports to: | Deniz Ozkundakci |
| Division: | STEM |
| Tenure: | Two-year fixed term |
| Location: | Hamilton |
| Date: | August 2026 |

Vision

Ko te tangata

A research-intensive university providing a globally connected, innovative and inclusive studenty experience in an environment characterised by a commitment to diversity, respect for Indigenous knowledge, and high levels of community engagement.

Values

Ko te mana o Te Whare Wānanga o Waikato ka herea ki tō tātou:

- Tū ngātahi me te Māori
- Mahi pono
- Whakanui i ngā huarahi hou
- Whakarewa i te hiringa i te mahara

The University of Waikato places a high value on:

- Partnership with Māori
- Acting with integrity
- Celebrating diversity
- Promoting creativity

1. GENERAL

The Division of Engineering, Computing and Science (STEM) comprises of the Schools of Engineering, Computing and Mathematical Sciences, and Science. The Division also has several research units, including the Environmental Research Institute and commercial/equipment units with embody staff and research activities.

The School of Science provides teaching and research in several academic programmes including, Aquaculture, Biomedical Sciences, Chemistry, Earth Sciences, Ecology and Biodiversity, Environmental Sciences, and Molecular and Cellular Biology. The school offers a range of qualifications at undergraduate and postgraduate levels which are delivered on both the University of Waikato Hamilton campus and the Tauranga Campus.

2. POSITION PURPOSE

Research Officers support and assist research in aquatic ecosystem modelling, data science and analysis of large datasets, maintain current knowledge and skills in the relevant area and assist the School by applying specific knowledge and skills.

3. ACCOUNTABILITY

The Research Officer is responsible to the Dean of Science.

The Research Officer is supervised by the Toi huarewa - Waimaori The Bay of Plenty Regional Council Chair in Lake and Freshwater Science

4. KEY RELATIONSHIPS:

Dean of Science

Other School staff

Students

Research and Enterprise Office

External research organisations

5. KEY TASKS

Having regard to the aims and objectives and long-term strategic goals of the School, Division and University the primary objectives of a Research Officer include:

- Support and assist research activities within a collaborative freshwater and environmental research programme.
- Assist with the management, processing, analysis, and visualisation of environmental and ecological datasets.
- Support modelling workflows and preparation of environmental and climate-related datasets.
- Maintain up-to-date information in the field and make it available to students and staff.
- Organise the use of specific equipment and the programme of work and carry out a substantial portion of it.
- Train technical staff, research students and other users in research techniques or use of equipment.
- Participate in laboratory work and field trips relevant to expertise, including report writing and supervision of students.
- Provide advice to staff and students to assist them with their research programmes and applications for research funding.
- Undertake administrative functions connected with the area of research.
- Participate in the maintenance of a safe and healthy work environment for self and others including students. Comply with and undertake responsibilities set out in the University's Health and Safety Policy
- Any other duties as required that are consistent with the position held, other than in exceptional circumstances such as rehabilitation after injury or sickness.

NOTE: Staff have annual objectives, development and reflection (ODR) meetings with their manager. New staff normally attend such a meeting approximately three months after taking up their appointment.

6. PERFORMANCE STANDARDS

The Research Officer will be performing satisfactorily when:

- Research is effectively supported and conducted as planned and is guided by an up-to-date knowledge of the field.
- Expertise in the research area is available to departmental staff and students.
- Research programmes are supported through knowledgeable staff trained in relevant research techniques.
- Contributions made to administration and other departmental activities demonstrate initiative and a willingness to support School/Faculty goals and objectives.
- Safe and healthy work practices are followed. University policies, procedures, relevant work standards and statutory obligations are complied with.

PERSON SPECIFICATION

EDUCATIONAL QUALIFICATIONS

Essential

- A Masters degree in a relevant field with a high-quality research component.

TRAINING, SKILLS AND KNOWLEDGE

Essential

- Experience working with environmental, ecological, hydrological, or water quality datasets.
- Quantitative and analytical skills, including experience with data processing and management.
- Experience with environmental data analysis software and programming tools (e.g., R, Python, GIS, or similar).
- Ability to provide leadership and support to students, especially graduate students, and to support and assist academic staff.
- Skills in training and educating users in particular equipment or techniques.
- Organisational skills related to managing equipment, and/or a programme of work, efficiently and effectively.
- Ability to apply information and communication technologies to achieve desired outcomes and maintain and update those skills.
- Current full driver's license.

Preferred

- Experience working with high-frequency environmental monitoring data.
- Experience supporting hydrodynamic, ecological, catchment, or environmental modelling workflows.
- Familiarity with climate datasets and climate change projections (e.g., CMIP6 products).

We recognise that applicants may not have experience across all aspects of the role. Applicants are encouraged to clearly describe both their existing areas of expertise and the areas they are most interested in developing further within the research programme.

PERSONAL QUALITIES

- Self-motivation and a pro-active approach to problem solving.
- Willingness to contribute and operate effectively as part of a collaborative research team.
- Ability to relate effectively and sensitively to students and staff from a variety of backgrounds and cultures.
- Ability to maintain a professional approach while under pressure.
- Commitment to a culture of openness, flexibility and cooperation to achieve excellence in academic programmes, research and service.
- Commitment to equal opportunity and to the University's partnership with Māori as intended by the Treaty of Waitangi.