

Senior Laboratory Technician – Ice Core Facility Coordinator

Reports to:	Water & Ice Laboratories Team Leader	Position Status:	Permanent
Unit:	Science Operations – Geological Systems	Location:	To be agreed
Department:	Laboratories & Workshops	Team:	Water & Ice Laboratories
Direct Reports:	Nil	Budget & Delegated Authority:	Refer DFA policy
Career Step:	Senior Technician 1 / Band 6	Job Family:	Research, Lab & Field Technology
Career Path:	Specialist	Date:	May 2025

OUR ORGANISATION

Earth Sciences NZ was established on 1 July 2025, through the merger of GNS and NIWA, with the upcoming acquisition of MetService further strengthening its capabilities. As part of the most significant reform to New Zealand's science and innovation system in over 30 years, Earth Sciences NZ is positioned as a leading-edge organisation that excels in earth, environment and natural resources science.

With six core science missions – Geological Hazards, Weather and Climate Hazards, Energy, Land and Water, Atmosphere and Climate, and Oceans and Fisheries – Earth Sciences NZ is set to become a globally recognised science leader. By integrating multidisciplinary expertise and advanced technologies, the organisation will tackle complex environmental challenges and unlock opportunities for sustainable growth and development.

Following the MetService acquisition, Earth Sciences NZ will comprise approximately 1,500 staff across 22 sites, managing \$400 million in assets and generating \$370 million in annual revenue. Serving both the public and private sectors, Earth Sciences NZ plays a vital role in enhancing national resilience to natural hazards, supporting economic growth, and delivering innovative science for a sustainable future.

ROLE PURPOSE

The purpose of this position is to manage the Ice Core Facility and coordinate the Ice Core Facility activities, supervision of students and visitors, the processing of samples and data, and the continued development of analytical capabilities.

POSITION PRIORITIES AND RESPONSIBILITIES

Ice Core Coordinator

- Operator or Nominated delegate of the Ice Core Transitional Facility.
- Deliver excellent service by processing and analysing ice core samples for ion chromatography measurements in a timely manner and within QA/QC standards.
- Ensure accuracy and accessibility of the ice core records and data by managing the database and MPI records, sample and data archive.
- Organise and supervise students and visiting scientists, ensuring a safe productive and educational environment.

Health, Safety and Wellbeing (For Students and Visitors in the Lab)

- Champion a proactive health, safety, and wellbeing (HS&W) culture within the team by promoting best practices, encouraging open communication, and supporting continuous improvement initiatives.
- Ensure team members understand and implement HS&W responsibilities relevant to their roles, providing guidance, training, and resources as needed.
- Support incident investigations within the team, ensuring timely response, appropriate support for affected workers, and effective implementation of corrective actions.
- Completed leadership activities such as safety conversations, regular review of critical risk activities and ensure any corrective actions or improvements are implemented and reviewed.

Responsibilities of all Employees

- Comply with all Earth Sciences NZ's policies, procedures and frameworks, and act in line with the organisational values.
- Contribute to our healthy and safe workplace by following Health, Safety and Wellbeing (HSW) expectations outlined in and integrated into our operational practices and HSW Frameworks, including undertaking HSW training and participating in health monitoring programmes relevant to your work.
- Work effectively as a team member by fostering good relationships and supporting others by providing coverage of other functions as required and ensuring workloads are evenly spread.
- Have the flexibility to adapt and develop as the organisation and its environment evolves.

KEY WORKING RELATIONSHIPS

Internal	External
<ul style="list-style-type: none">• Work with the Ice Core Team.• Liaise with the Workshops team to maintain and develop ice core technologies.• Liaise with lab purchasers and suppliers.	<ul style="list-style-type: none">• Liaise with domestic and international collaborators such as Antarctic research centre, and International Ice Core scientists and technicians.

PERSON SPECIFICATION

Qualifications and Experience

Essential

- BSc qualification in environmental/earth sciences.
- Practical experience in maintaining low contamination levels in clean room laboratories.
- At least five years of experience working in a laboratory.

Desirable

- MSc in relevant field.
- Practical experience in the processing and analysis from ice core records.
- QA/QC experience, i.e. ISO17025 for laboratories.

Skills, Knowledge and Attributes

- Microsoft Office (Word and Excel) skills, strong computer experience, analytical laboratory skills, strengths with Laboratory Information Management Systems and instrument software.
- Knowledge of H&S policies including best practices for bandsaw use and cold environments.
- Ability to think critically and strategically, and to work independently.