



## Role Description

<b>Title</b>	Field Mechanic	<b>Incumbent</b>	
<b>Manager's Title</b>	Operations Solutions Manager, Field Team Lead	<b>Date of Last Review</b>	December 2024
<b>Team</b>	Field Operations	<b>Location</b>	Scott Base & Ross Ice Shelf, Antarctica
<b>Work Environment</b>	This role will require the incumbent to travel to Antarctica for an extended period which requires a medical clearance.		

## Organisational Context

Antarctica New Zealand is a Crown Entity established in 1996 under the New Zealand Antarctic Institute Act to develop, manage and execute New Zealand's activities in respect of Antarctica and the Southern Ocean.

Our key activities include facilitating scientific research in Antarctica, protection of the environment and raising public awareness of the global significance of the continent and surrounding Southern Ocean.

Antarctica New Zealand operates in a hazardous environment where leadership and the management of safety and risk are critical to successfully achieving the New Zealand Antarctic programme objectives. The highest standards of environmental care and responsibility are required in all tasks.

Antarctica New Zealand is continuing to support critical climate research at a Siple Coast based field camp located 1100km from Scott Base. To do so, we require strong teams of multi-talented individuals who can provide support across a range of areas.

The Southbound Traverse Team will provide preparation and delivery of the outbound traverse from Scott Base to the field camp location and establishment of the camp.

The Camp Support Team will provide overall camp operations through the conclusion of science objectives, demobilization and staging of camp resources at the end of season, and northbound traverse returning to Scott Base.

## Our Goal for New Zealanders

New Zealand continues to play an influential role in the kaitiakitanga (guardianship) of Antarctica and the Southern Ocean as a natural reserve devoted to peace and science.

## Role Purpose

Ensure traverse and field camp vehicles and equipment are maintained and operated to a high standard to support reliable and safe operations.

Train and mentor field personnel to ensure they are competent to operate necessary equipment.

Provide all necessary support toward accomplishing science and drilling objectives.



## Work of Role

- Preparation, maintenance and operation of vehicles and equipment to support deep field traverse operations.
- Ensure all operations equipment is safe, fit for purpose, maintained and operated within operational parameters and to the environmental conditions at all times.
- Support planning and delivery of vehicle maintenance training to field teams. Ensure all field and event personnel demonstrate the required competencies to operate and maintain equipment safely in remote field locations.
- On-ice coordination and preparation of traverse loads including camp, science and fuel infrastructure for deployment to the field.
- Contribute to establishing/demobilizing field camp infrastructure and storage berm building.
- Support data collection and maintenance of equipment for science research projects.
- Prepare, organise, store and use fuel in a safe manner following Antarctica New Zealand policies, procedures and permits.
- Conduct operations in accordance with the Antarctica New Zealand operational procedures and undertake only the activities permitted in the relevant environmental impact assessments.
- Maintain a clean and safe work environment.
- Ensure vehicles and equipment are serviced and appropriately winterized at end of season.
- Contribute to all relevant areas of record keeping and end of season reporting.
- Contribute to creating high performing functional and cross-functional teams by way of "Team Process" model.
- Foster positive working relationships and group dynamics across all personnel.
- Fulfil accountabilities as documented in the Health, Safety and Environmental Management Systems including proactive management of risks and resources to prevent harm.
- Fulfil accountabilities as described in the Information and Records Management Policy for creating and centrally storing accurate and complete records of your own business activities.
- Any other tasks as assigned by the Operations Solution Manager or Field team Leader.

## Key Challenges

- Ensuring safety of the team through best practice.
- Ensuring equipment is fit for purpose, maintained and operated to a high standard to ensure reliability and safety in remote locations.
- Maintaining flexibility to ensure completion of event objectives in a dynamic field environment.
- Living and working as a small, remote team for an extended period while conducting repetitive operations.
- Operating and maintaining equipment in remote field locations with limited support, challenging weather and logistical and environmental constraints.
- Pressure on family and other close relationships due to limited means of communication.
- Preparing and demobilising machinery and equipment at Scott Base in a shared vehicle workshop.
- Maintaining professionalism and high standards while delivering quality support that meets the demands of the science team's and Antarctica New Zealand's purpose and values under operational pressure.



## Key Functional Relationships

<b>Internal</b>	<ul style="list-style-type: none"><li>• Operations Solutions Manager</li><li>• Programme Support Supervisor</li><li>• Field Operations Planner</li><li>• Camp and Traverse Teams</li><li>• Scott Base Leadership Team</li><li>• Scott Base Support Staff</li></ul>
<b>External</b>	<ul style="list-style-type: none"><li>• Science and Drilling Event Personnel</li><li>• United States Antarctic Program Logistics &amp; Operations staff</li></ul>

## Minimum Capability Necessary to Work to Role

Capability Area	Description
<b>Qualifications, Certificates and Memberships</b>	<ul style="list-style-type: none"><li>• Have a NZ Trade Certificate or recognized equivalent in Automotive Engineering</li><li>• Hold a current Class 1 and 2 New Zealand driver's licence with W, T, R endorsements (Unit Standards 16701, 16703, 16702).</li><li>• Hold unit standards for Truck Loader Crane / HIAB (16617 or 3795) and slinging regular loads safely (30072) for Hiab operations</li><li>• Current first aid certificate (US 6401/6402) or preferably Pre-Hospital Trauma certificate.</li><li>• Be certified as 'fit' for Antarctic employment by Antarctica New Zealand's medical assessor.</li></ul>
<b>Knowledge, Skills and Experience</b>	<ul style="list-style-type: none"><li>• Competency operating and maintaining Pisten Bully machines and attachments such as – tillers, Hiab cranes.</li><li>• Knowledge and competency of bulk fuelling equipment, operations and spill prevention and response.</li><li>• Proven operational field engineering experience in Antarctica or similar.</li><li>• Have strong diagnostic and repair skills, including automotive electrical and hydraulic systems.</li><li>• Understanding of and commitment to tikanga and Te Tiriti o Waitangi (Treaty of Waitangi) principles</li><li>• Competent user of Microsoft tools to maintain accurate records.</li></ul>
<b>Judgement, Temperament and Influence</b>	<ul style="list-style-type: none"><li>• Demonstrates the ability to plan and work efficiently under pressure to deliver critical outcomes.</li><li>• Ability to foster positive working relationships with a range of personalities.</li><li>• Ability to maintain a positive outlook while under pressure and responding to rapidly changing priorities.</li><li>• Possess the personal qualities required to fit in socially and professionally with a diverse range of people.</li><li>• Ability to work effectively independently without direct supervision as well as in team environments.</li></ul>



	<ul style="list-style-type: none"><li>• Have excellent communication skills and a customer service attitude to ensure visiting events are supported.</li><li>• Have the ability to positively accept/provide feedback.</li></ul>
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## Antarctica New Zealand Values

To honour our obligation to Antarctica:

- **Ka ngākau whiwhita tātou ki ā tātou mahi katoa**  
We are passionate about what we do
- **Ka tiaki tātou i a tātou anō, ka tiaki hoki i te taiao**  
We care for each other and the environment
- **Ka mahi tahi tātou**  
We work together
- **He ngākau pono ō tātou**  
We act with integrity
- **Ka whai tātou i ngā taumata tiketike**  
We aspire to the highest standards

## Role Authorisations

I confirm that this Role Description accurately describes the work of the Field Mechanic:

\_\_\_\_\_  
GM Antarctic Operations

\_\_\_\_\_  
Date

I accept this Role Description accurately describes the work of the role for which I am accountable:

\_\_\_\_\_  
Field Mechanic

\_\_\_\_\_  
Date