

EXPERIENCED METEOROLOGIST

Meteorological Operations

Title:	Experienced Meteorologist
Division:	Meteorological Operations
Location:	Wellington or Auckland
Responsible to:	Manager of assigned section
Date:	March 2018 (updated November 2018)
Code:	13054

Purpose

To provide operational competence, dualling and capability across all appropriate operational forecasting sections ensuring meteorological information credibly represents MetService and its contractual requirements and obligations.

Accountabilities

1. Deliver to the duty schedule to ensure activities meet MetService expectations and commitments
2. Work on all forecasting rosters as required to maintain smooth operation of forecasting rosters, supporting colleagues as necessary
3. Produce and monitor accurate and timely forecasts, and where required warnings, to meet contractual obligations
4. Verify forecasts, and where required warnings, to meet reporting obligations and to identify areas for potential performance improvement
5. Provide accurate and timely operational guidance and assistance for meteorologists to ensure forecast consistency
6. Provide appropriate dualling, advice, and on-the-job coaching for other forecasters and/or trainees to assist with their professional development
7. Maintain good working relationships with key customers and business units outside of Meteorological Services, to help assure Forecast Operations position as the preferred supplier
8. Recommend, and as directed develop, improvements to operational practices and forecaster tools to maintain MetService's status as a world-class National Weather Service and commercial operator
9. Provide weather advisory/consultancy briefings rostered to niche customers, to meet contractual obligations

10. Provide appropriate advisory weather briefings to media to support MetService's position of being the single authoritative credible voice for New Zealand weather communications
11. Observe recommended practices and standards as required by industry and defined in operational manuals to ensure quality and minimise liability for non-compliance and identify areas for improvement in operational manuals and processes, taking ownership of the implementation if requested by Manager
12. Other duties as requested by Manager or delegated substitute

Key Relationships

Internal:

- Other Meteorologists (domestic and global)
- Weather Communication Advisers
- Service Desk Manager and Analysts
- Operational Managers
- GM Meteorological Operations
- Communications Meteorologist
- Broadcast Meteorologist

External:

- Public
- Media interviews (radio, print and on-line)
- Marine: Maritime Operations Centre; Rescue Co-Ordination Centre of New Zealand, RSMC Nadi and BoM (marine) meteorologists
- Aviation: Airlines, Airways Corporation, GNS, Darwin VAAC
- Commercial consultancy clients

Staff Responsibility:

Direct Report: Nil

Indirect Report: Nil

Financial Responsibility:

Budget: Nil

Delegated Authority: Nil

Person Specification

Knowledge, Skills & Qualifications:

Essential

- University degree in physics and/or mathematics and/or geophysics and completion of a (post-graduate) meteorologist training course which meets or exceeds the requirements for WMO Meteorologist as described in WMO 1083¹.
- Good level of ability to diagnose weather systems, and where appropriate draw weather charts.
- Good level of knowledge of geography and orographic effects, climate, observing network.
- Excellent knowledge and experience of Marine, Commercial and Aviation forecast disciplines.
- Good level of competence in using MetService operating system, listing tools, display tools, monitoring tools, diagnostic tools and forecast creation tools.
- Good level of writing and briefing skills.
- Good level of ability to manage time pressure and meet deadlines.
- Good level of ability to inspire confidence in customers; takes a customer focussed approach
- Able and willing to work rotating shift work.
- Tailors communications to suit the audience; communicates clearly and credibly.
- Handles challenging questions confidently and constructively
- Can provide support and guidance to less experienced meteorologist through training/coaching and mentoring
- Proactive approach, cooperative team player

Desirable

- Understanding of Media, and the communication roadmap
- Understanding of Consultancy Meteorology
- Willingness to learn new meteorological skills
- Demonstrates the importance of client/customer service.
- Understand the business of MetService and our internal and external customer

Note: The requirements of this position description may change from time to time to meet operational or other requirements.

¹ WMO 1083: *Manual on the Implementation of Education and Training Standards in Meteorology and Hydrology. Volume I – Meteorology*, World Meteorological Organization, Geneva, 2012.

Our Values	Values in Action	Values Descriptor
<p>ADAPTABILITY AND FLEXIBILITY</p> <p>To be flexible and adaptable in response to, and ahead of, changes in conditions and stakeholder needs.</p>	<p>Embrace Change</p> <p>Optimise our Business</p>	<p>Recognises that change is at the core of our business. Knows how to make change work, by thinking ahead or being open minded to new ideas.</p> <p>Makes the most of our business opportunities. Is responsive, makes smart decisions and positions our business to achieve its goals.</p>
<p>THE POWER TO SHINE</p> <p>Having the skills, abilities, drive and support to do a great job.</p>	<p>Recognise Success</p>	<p>Takes the initiative to bring out the best in themselves and others. Celebrates successful outcomes.</p>
<p>EVERYONE IS VALUED</p> <p>To appreciate equally the value of everyone working at MetService and their individuality.</p>	<p>Collaborate</p> <p>Respect All</p>	<p>Actively contributes to a work environment where together we achieve our goals. Openly communicates and cooperates with colleagues, customers and suppliers.</p> <p>Recognises and shows a genuine appreciation for the strengths and opinions of others. Engages in debates in a respectful manner.</p>
<p>ACHIEVEMENT</p> <p>To achieve something noteworthy and admirable through meeting challenges both personally and professionally.</p>	<p>Take Ownership</p>	<p>Takes responsibility for their own decisions and actions. Always works with the best business interests of MetService at heart.</p>
<p>FREEDOM TO ENJOY LIFE</p> <p>Working for a financially successful company with a sustainable future.</p>	<p>Support Growth</p> <p>Enable Innovation</p>	<p>Future focused or an advocate for continued improvement where we learn from experiences and mistakes.</p> <p>Supports a climate of creativity and new ways of doing things.</p>