Position Description

Position Title: Veterinarian / Welfare officer

Reporting to: General Manager AAS
AMREP AEC

Salary: ATA 9

Location: 75 Commercial Road Melbourne

Overview
AMREP AS PTY LTD operates an animal facility for Alfred Hospital, Baker Heart Research Institute / International Diabetes Institute, Monash Central and Eastern Clinical School and the Macfarlane Burnet Institute for Medical Research and Public Health.

AMREP AEC operates on behalf of the licence holders of Alfred Hospital, Baker Heart Research Institute / International Diabetes Institute, Monash Central and Eastern Clinical School and the Macfarlane Burnet Institute for Medical Research and Public Health.

Duties and Responsibilities
Provide veterinary support to AAS facility. Act on behalf of the AMREP AEC as Animal Welfare liaison for AMREP AEC and scientific community of AMREP.

The veterinary support position in the AAS monitors and manages health and welfare of AAS animals in accord with legislative requirements. S/he provides advice and training to all staff and AEC in matters of animal care, husbandry, procedures and welfare.

AEC:
The veterinarian is legislated position within the AEC committee structure. S/he will:

- Attend AEC and executive meetings;
- Advise on scientific, veterinary and ethical issues;
- Participate in AEC executive duties;
- Pre-screening of ethics applications;
- Undertake final decision of endpoints when problems arise;
- Report to AEC formally on veterinary issues and matters of animal welfare;
- Support and advise staff on application preparation for AEC meetings;
- in consultation with AAS General manager, ensure that matters of researcher (research personnel) animal use and care non-compliance are directed to the AEC and relevant staff;
- in consultation with AAS General manager, ensures that all activities relating directly or indirectly to animal use and care are in accordance with acceptable
veterinary standards, the standard articulated in legislation, guidelines and by
AEC;

DISEASE MANAGEMENT AND MONITORING
The management of matters pertaining to health underpin the entire AAS operations. To
ensure the delivery of quality animals to the users of the AAS the veterinarian will
continuously evaluate risk for disease, health and welfare issues. In consultation with
AAS General manager and AMREP AEC s/he will manage and formulate contingencies
and oversee implementation in an event. In doing so s/he will:
• Inspect animals and facilities regularly;
• Inspect, advise and review Animal Care and health matters and action activity;
• Develop and implement health monitoring protocols;
• Advise and implement changes in care;
• monitors animal acquisitions and/or in-house animal breeding/production to
ensure operating procedures and practices are adequate to meet the animals'
health status. This involves assisting the operations manager with reviewing
space to accommodate animals in accordance with species and health status, in
the event of disease, assist manager in disease containment and management
diseases and assist research programs with special animal related needs;
• Interpret data. Advise AAS management and research staff of the significance of
results. Recommend and consult on course of action. Monitor and implement
agreed action;
• Advise staff on zoonosis;
• ensure that researchers and their personnel are familiar with AAS veterinary
services, schedules and standard operating procedures;
• monitor and ensure user compliance with standard operating procedures related
to animal infection control within the facilities.

SUPPORT
In carrying out veterinary support duties the veterinarian will be required to manage a
range of clients, users and committees with complex needs and requirements. He or
she will:
• consult and make recommendations to the AAS manager, Operations Manager,
AMREP user groups and AEC on introduction of new animals to the facility, on
welfare issues related to housing and usage of animals, methods for improved
scientific outcomes and management of animal welfare;
• participate in the staffing process for appointment of technical personnel
including, selection process, induction and their on going performance evaluation
in matters related to health welfare and care;
• attend meetings with AMREP User Groups, and technical staff for discussion of
veterinary issues and for communication of policies, as appropriate;
• Provide timely feedback to operations manager and responsible investigators on
veterinary and health matters;
• evaluate veterinary processes, products and/or services for suitability and makes
recommendations to the AAS General manager;
• formulate and implement veterinary processes, products and/or services;
• research and prepare reports to assist with laboratory animal science trends in
health and veterinary matters;
• research and prepare reports to assist budgetary implication of health and
veterinary management
• Provide support to AAS Users with Animal health and veterinary matters;
• Write and or/review and implement standard operating procedures (SOP’s)
related to health, care and veterinary matters and monitors compliance with
these and propose remedies as necessary and submit these to the AAS General manager, AEC, AMREP staff for review and approval as applicable;

- Plan and implement animal care and monitoring protocols in consultation with Operations Manager;
- maintain documentation, correspondence, care and animal health records accordingly;
- develop and assist the AAS General manager, in the development of training programs and participates in the delivery of these programs.
- training of animal tech staff / laboratory staff in new procedures/techniques

COMPLIANCE

The incumbent follows internal and external policies, guidelines and legislation by:

- Advising stakeholders on matters of welfare with regard to AEC directives, legislative and policy requirements
- maintaining a current working knowledge of all policies and any and all guidelines or legislation that directly or indirectly implicate research animal use and care, health and management
- maintaining a current working knowledge of all policies and any guidelines or legislation that directly or indirectly implicate the workplace and workplace practices;
- applying this knowledge in directing employees to carry out assignments;
- Ensuring duties are carried out in conjunction with all Acts, Codes, Regulations and policies
- Ensuring building security. OH&S regulations/policy
- Advising research staff with regard to their obligations
- Advising staff on safe practices with animals and procedures
- Advising on matters of welfare with regard to AEC directives, legislative and policy requirements

Selection Criteria

1 QUALIFICATIONS & TRAINING

Bachelor of Veterinary Science or equivalent

2 EXPERIENCE

Relevant experience in a biomedical research environment.

3 COMMUNICATION / INTERPERSONAL SKILLS
   a) A high level of interpersonal skills, which enable the appointee to liaise effectively with a wide range of people at a variety of levels internal and external to the organisation.
   b) Excellent oral and written communication skills.

4 KNOWLEDGE
   a) Well developed negotiation skills, including the ability to negotiate priorities and manage conflicting demands for resources.
   b) Excellent planning and organisational skills, including the ability to manage a range of tasks with conflicting priorities.
   c) Thorough knowledge of veterinary medicine as it applies to the diagnosis and treatment of laboratory animals
d) Understanding of preventive medicine programs required for laboratory housed animals including vaccination, parasitology, bacteriology and virology screening programs etc.

e) Knowledge of institutional, local, state, national and international rules and regulations governing the use and care laboratory animals.

f) Knowledge of humane care and housing of animals with understanding of legislation, standards and guidelines applicable.

5 ABILITIES

a) Demonstrated ability to meet deadlines without compromising close attention to detail and accuracy.

b) Proven ability to work as a member of a team as well as on own initiative without close supervision.

c) Demonstrated ability and willingness to take initiative and to improve and enhance existing systems and procedures (quality assurance).

d) Demonstrated ability to maintain confidentiality and comply with privacy requirements.

Position Parameters

1 Supervision and Accountability

The incumbent is accountable to:

a) the AMREP Users, AAS General manager and AMREP AEC in the proper execution of duties and responsibilities including compliance;

b) the research community in the timely and efficient delivery of services and quality assurance of the services delivered;

c) personnel s/he supervises

d) the animals in his/her care to ensure that all is in place to ensure their well-being.

2 Budget

This position does not manage a budget.

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