# Position Details

## Research Projects- CSOF5

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| The following information is for applicants | |
| Advertised Job Title | Animal Welfare Officer |
| Job Reference | 67524 |
| Tenure | Specified Term of 2 Years  Full-time |
| Salary Range | AU$98,735 to AU$106,848 pa (pro-rata for part-time) + up to 15.4% superannuation |
| Location(s) | Geelong ACDP |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | Australian Citizens Only |
| Position reports to the | Veterinary Animal Services Manager |
| Client Focus – Internal | 90% |
| Client Focus – External | 10% |
| Number of Direct Reports | 5 |
| Enquire about this job | Contact Fiona Napier via email [Fiona.Napier@csiro.au](mailto:Fiona.Napier@csiro.au).  *Please do not email your application directly to Fiona Napier. Applications received via this method will not be considered.* |
| How to apply | Apply online at <https://jobs.csiro.au/>  Internal applicants please apply via **Jobs Central**  If you experience difficulties when applying, please email [careers.online@csiro.au](mailto:careers.online@csiro.au) or call 1300 984 220. |

### Role Overview

The Australian Centre for Disease Preparedness (ACDP formally known as AAHL) provides diagnostic and research capability required to investigate and respond to newly emerging diseases affecting livestock and other animals. We seek to appoint a qualified Veterinarian to work as the Animal Welfare Officer to provide advice and support to the Animal Services teams at ACDP.

The Animal Welfare Officer’s primary responsibility is to ensure the welfare of animals used in research and diagnostic work at ACDP. The successful applicant in this role will provide contemporary and up-to-date technical advice and training to animal technicians in medical and surgical techniques and through close liaison with the Animal Ethics Committee, leadership in the maintenance of standards of animal care and use across ACDP. In addition, the Animal Welfare Officer will provide professional veterinary advice to researchers and students.

The Animal Welfare Officer will be required to build effective relationships across ACDP to ensure the best possible welfare and care of animals in the facility. The successful applicant will be required to work in the biocontainment facility at times as well as travel to other sites as required.

### The appointee must be able to meet ACDP microbiological security and security assessment requirements.

### Duties and Key Result Areas:

* Provide veterinary advice and support to research staff regarding animal welfare issues in the development, design and implementation of their projects.
* Develop and submit proposals and ethics applications, including contributing to formal pre-review of ethics applications with animal facility team leaders.
* Coordinate and conduct regular internal audits of AAHL animal facilities, to ensure compliance of SOP’s, record keeping and reporting systems with the Australian Code, site licences, statues and best practice with a focus on driving continuous improvement to policy and/or procedural changes.
* Monitor approved research projects to ensure the care and welfare of the animals involved are proceeding in accordance with requirements specified by the AAHL AEC and relevant legislation.
* Liaise with Project Leaders and provide veterinary advice and recommendations regarding any issues that arise during the conduct of research.
* Investigate adverse events and provide animal welfare advice and reports on outcomes or recommended actions to the AAHL AEC, CSIRO and where required legislative bodies.
* Provide advice for the development of new Standard Operating Procedures (SOPs) related to the care, monitoring and use of animals in research and teaching and in consultation with Facility Managers review existing procedures to ensure best practice and a consistent approach across AAHL
* Maintain a central register of approved Standard Operating Procedures (SOPs) in consultation with the Animal Research Ethics Co-ordinator (AAHL).
* Collaborate in the development and delivery of training regarding technical procedures and animal welfare across AAHL.
* Support effective implementation of the CSIRO Animal Welfare Policy across AAHL and compliance of CSIRO processes with the NHMRC Australian Code for the Care and Use of Animals for Scientific Purposes 8th Edition (2013).
* Promote best practice in the care and use of animals in research including the development of communication and other resources for staff at AAHL.
* In conjunction with the Operations Manager and when required the National Animal Welfare Officer, provide leadership and strategic advice on current and emerging animal welfare matters.
* Work effectively and collaboratively with colleagues within the AAHL Facility, ethics team and across CSIRO to promote best practice in animal welfare and promote ethical research practice.
* Manage procedural and policy requirements for the ordering, storage, use, documentation and destruction of scheduled poisons at AAHL as covered in the Scheduled Poisons permit
* Generate improved solutions in work situations, trying creative ways to deal with problems and opportunities.
* Abide by and promote microbiological security regulations at AAHL, being aware of and adhering to the microbiological security provisions that apply to infectious disease agents, including zoonotic agents to ensure safety and security to staff and users of the facility.
* Communicate openly, effectively and respectfully with all staff, clients and suppliers in the interests of good business practice, collaboration and enhancement of CSIRO’s reputation.
* Work collaboratively as part of a multi-disciplinary team to carry out tasks in support of CSIRO’s scientific objectives.
* Adhere to the spirit and practice of CSIRO’s Code of Conduct, Health, Safety and Environment procedures and policy, Diversity initiatives and Making Safety Personal goals.
* Other duties as directed.

## **Required Competencies:**

* **Teamwork and Collaboration:** Cooperates with others to achieve organisational objectives and may share team resources in order to do this. Collaborates with other team as well as industry colleagues.
* **Influence and Communication:** Uses knowledge of other party's priorities and adapts presentations or discussions to appeal to the interests and level of the audience. Anticipates and prepares for others reactions.
* **Resource Management/Leadership:** Sets up and maintains effective and efficient work teams and manages performance and resources, to achieve objectives. Chooses appropriate management strategies and communication styles to maintain high levels of motivation and productivity. Gives feedback for development purposes and provides support and direction for improvement.
* **Judgement and Problem Solving:** Investigates underlying issues of complex and ill-defined problems and develops appropriate response by adapting/creating and testing alternative solutions.
* **Independence:** Plans, sets and works to meet challenging standards and goals for self and/or others. Recognises where endeavours will make the most impact or difference, decides on desired outcome and sets realistic goals to reach this target.
* **Adaptability:**Copes with ambiguity or situations that lack clarity. Adapts readily to changing circumstances and new responsibilities (which may include activities outside own preferences) in the interests of achieving team objectives. Recognises the need for and undertakes personal development as a result of changes.

## **Selection Criteria**

#### Essential

*Under CSIRO policy only those who meet all essential criteria can be appointed.*

1. A Veterinary Degree registrable with the Veterinary Boards in Australia or registration by examination with an Australian Veterinary Board.
2. In depth understanding of animal welfare issues, animal research ethics principles and relevant state and national requirements, and the application of these to research.
3. Experience in working with animal welfare issues and animal ethics committees
4. Sound understanding of scientific research methods and the use of these methods in a variety of settings eg. laboratory environments, field studies, breeding facilities.
5. The ability to effectively interpret policies, procedures and guidelines in order to provide clear and consistent advice and support to AAHL staff, on animal welfare issues and the ethical conduct of research.
6. Demonstrated ability to professionally handle sensitive and confidential information and use appropriate judgment and discretion.
7. The ability to work effectively in a team environment, collaborate widely both internally and externally, and establish effective interpersonal relationships with a wide variety of people.

## **Desirable:**

1. Experience in the development and delivery of training and education support programs

Special Requirements

The successful candidate will be required to obtain and maintain a security clearance at the Negative Vetting Level 1.

**ACDP Special Conditions:**

To be eligible for this position you must be willing and able to:

* Adhere to CSIRO ACDP microbiological security requirements, other Australian Security requirements applicable to the position and HSE policies.
* Be vaccinated against influenza, rabies, hepatitis B, Japanese encephalitis or other agents as specified if required for the role performed.

**Security Assessment and Microbiological Security Requirements for Personnel Working on the ACDP Site**

* The nature of our work requires that each person working on site must comply with the conditions described below.
* The appointee is required to pass a security clearance at a level appropriate to duties of the position.  Confirmation of the appointment is subject to obtaining that clearance.
* It is essential that all work on exotic or emerging diseases carried out at ACDP is conducted in a safe manner to prevent the escape of the disease agents used, and to this end, all activities and personnel will be subject to appropriate microbiological security measures. Consequently, while working at ACDP, you may not reside on a property on which are kept any of the following animals: sheep, cattle, pigs, goats, horses, asses and mules, any other cloven-hoofed animal, fowls, turkeys, geese, domestic ducks, caged birds, emus or ostriches. Personnel working with diseases of aquatic animals additionally may not keep aquarium fish at their place of residence and personnel working with cane toad material must also avoid contact with amphibians.
* In addition, for a period of seven days after working in the microbiologically secure area of ACDP, personnel may not have close contact with any of the above animals, amphibians or birds or the actual places where these animals are held or visit any aquatic animal farm or aquatic animal hatchery.
* Working in the barrier maintained Small Animal Facility requires avoidance of contact with additional animals such as mice, rats, guinea pigs, rabbits and poultry 3 days prior to arrival.
* Personnel must abide by Occupational Health, Safety and Environment regulations. Safety signs and directives issued by CSIRO personnel must be complied with at all times.
* Access restrictions apply to the Werribee Animal Health Facility (WAHF) site that is associated with, but remote from, the ACDP site.
* Willingness to be vaccinated against rabies, hepatitis B, Japanese encephalitis or other agents as specified.
* This position requires a medical and psychological assessment for working in a BSL4 environment

Additional information detailing ACDP’s micro-security restrictions can be found at it:

<http://www.csiro.au/resources/AAHLStaffRestrictions.html>

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Find out more about the CSIRO [Australian Animal Health Laboratory](https://www.csiro.au/en/Research/Facilities/AAHL)