# Position Details

## Research Projects- CSOF4

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| The following information is for applicants | |
| Advertised Job Title | Deputy Team Leader – Small Animal Facility |
| Job Reference | 67001 |
| Tenure | Indefinite  Full-time |
| Salary Range | AU$83,687 to AU$94,679 pa (pro-rata for part-time) + up to 15.4% superannuation |
| Location(s) | Geelong, Australian Centre for Disease Preparedness |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | Australian/New Zealand Citizens and Australian Permanent Residents Only |
| Position reports to the | Team Leader – Small Animal Facility |
| Client Focus – Internal | 90% |
| Client Focus – External | 10% |
| Number of Direct Reports | 0 |
| Enquire about this job | Contact Debbie Eagles via email at debbie.eagles@csiro.au or phone +61 3 5227 5000 |
| 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) seeks to appoint an experienced Animal Care Deputy Team Leader to provide assistance to the team leader in managing and supervising other animal facility staffing the provision of small animal services to CSIRO science and research teams.

The Deputy Team Leader will work within a small team located at the Australian Centre for Disease Preparedness (ACDP formally known as AAHL). The Small Animal Facility (SAF) team is one of 3 Animal Facility Teams, with the SAF being located at the Geelong laboratory. The Deputy Team Leader is a newly created role to assist the team leader in the daily supervision of the SAF staff including working as part of an on-call roster to provide high level advice and animal care as required.

The suitable candidate will ensure the SAF provides and maintains a disease-free facility and provides the highest standard of animal husbandry. The Deputy Team Leader will be required to ensure animal ethic and welfare protocols are adhered to, to ensure the best possible outcomes for the animals and science. The candidate will provide supervision to other animal technicians and husbandry staff and provide training as required to other facility users. They will ensure the facility equipment is checked and maintained to a high standard and records are kept

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

### Duties and Key Result Areas:

* Provide guidance to Small Animal Facility (SAF) staff.
* Assist the team leader of the SAF to undertake animal technical work.
* Support science and research activities involving small animals within the microbiologically contained facility at CSIRO AAHL.
* Assist in the management of the daily operations of the SAF and ensure tasks are carried out appropriately and efficiently, and to quickly implement solutions when problems arise.
* In conjunction with the Team Leader, induct and train staff and students to ensure they are appropriately skilled to undertake a range of duties in the SAF
* Assist with sourcing and providing a supply of animals on demand ensuring minimum numbers are bred and kept, as required.
* Conduct animal husbandry procedures and collection of biological samples such as blood and tissues from animals carrying infectious diseases.
* Liaise with scientific staff and ensure the SAF supports scientific projects and is involved through project inception, project management and delivery including advice and writing of AEC applications.
* Assist in the provisions and maintenance of animal health status and a disease-free environment within SAF.
* Contribute to the upkeep and cleaning of equipment.
* Maintain highest possible levels of animal welfare through innovation, astute observation, promotion of animal welfare principles and compliance with Animal Ethics Committee protocols and policies.
* Ensure the success of research activities through effective liaison with team leader, team members, scientists, laboratory technicians and veterinarians; thorough planning of activities; attention to technical details.
* Ensure the continuous improvement of record keeping for compliance, regulatory requirements, data collection and quality assurance purposes; ensure the certification of the facility is maintained to a relevant quality standard.
* Work on weekends and after hours as required and share on-call responsibilities with the Team Leader, SAF.
* Abide by and promote microbiological security regulations at CSIRO ACDP.
* 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, often regionally dispersed research team, and business unit 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 teams 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:** Allocates activities, directs tasks and manages resources to meet objectives. Provides coaching and on the job training, recognises and supports staff achievements and fosters open communication in the team.
* **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:** Recognise and makes immediate changes to improve performance (faster, better, lower cost, more efficiently, better quality, improved client satisfaction).
* **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 tertiary qualification or equivalent experience in animal sciences or a related field.
2. Demonstrated high level of scientific knowledge, competence and record of achievement in animal sciences and care in a research setting.
3. Demonstrated experience working with small animals including injections and collection, euthanasia and identification in animals such as rodents and chickens.
4. A thorough understanding of relevant legislation and regulations including:

* Victorian legislation: Prevention of Cruelty to Animals Act 1986 Vic and Regulations 1997
* Regulatory bodies protocol and procedures: Office of the Genetic Technology Regulator (OGTR) and Department of Agriculture and Water Resources (DAWR)
* Industry standards: Code of Practice for the Care and Use of Animals for Scientific Purposes

1. Sound administrative skills including computer skills, laboratory record keeping practises and attention to detail
2. The ability to provide leadership, training and direction to a team of animal technicians and students of the facility
3. Demonstrated ability to work co-operatively as a contributor to larger project teams and to network with scientific and industry colleagues.

## **Desirable:**

1. Experience with specialised laboratory equipment.
2. Experience in working with QA/GLP practises in a NATA accredited laboratory.

Special Requirements

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

The appointee will be required to work on weekends and after hours as required and share on-call responsibilities with Team Leader, SAF.

**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

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