



## POSITION DESCRIPTION

Veterinary Clinical Sciences, Melbourne Veterinary School  
Faculty of Veterinary and Agricultural Sciences

### Lecturer/Senior Lecturer (Small Animal Surgery)

<b>POSITION NO</b>	0041644
<b>CLASSIFICATION</b>	Level B - Lecturer Level C – Senior Lecturer  Level of appointment will be determined by the level of achievement of the applicant
<b>SALARY</b>	Level B - \$107,547 - \$127,707 p.a. Level C - \$131,739 - \$151,900 p.a.
<b>SUPERANNUATION</b>	Employer contribution of 17%
<b>WORKING HOURS</b>	Full-time (1.00 FTE)
<b>BASIS OF EMPLOYMENT</b>	Continuing
<b>OTHER BENEFITS</b>	<a href="https://about.unimelb.edu.au/careers/staff-benefits">https://about.unimelb.edu.au/careers/staff-benefits</a>
<b>HOW TO APPLY</b>	Online applications are preferred. Go to <a href="http://about.unimelb.edu.au/careers">http://about.unimelb.edu.au/careers</a> , select the relevant option ('Current Opportunities' or 'Jobs available to current staff'), then find the position by title or number.
<b>CONTACT FOR ENQUIRIES ONLY</b>	Professor Josh Slater Tel +61 3 8001 2690 Email <a href="mailto:jdslater@unimelb.edu.au">jdslater@unimelb.edu.au</a>  <i>Please do not send your application to this contact</i>

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## ***Position Summary***

The Lecturer/Senior Lecturer (Small Animal Surgery) will provide leadership and excellence in clinical service delivery, teaching and clinical research at the University of Melbourne's Faculty of Veterinary and Agricultural Sciences, Melbourne Veterinary School. Working within the University's teaching hospital, the U-Vet Werribee Animal Hospital (U-Vet), this position will provide high quality specialist referral services in Small Animal Surgery. Clinical teaching will occur during provision of high-quality Small Animal Surgery service and clinical research will be integrated into, and driven by, the clinical caseload.

Reporting to the relevant Head of Service, the Lecturer/Senior Lecturer (Small Animal Surgery) will receive broad direction, with the ability to work independently and collaboratively as part of a team.

This position will deliver teaching to Doctor of Veterinary Medicine (DVM) students, developing and delivering lectures, workshops and practical classes throughout the DVM programme as well as clinical teaching during student rotations. The position will provide practical clinical instruction, mentoring and teaching in the area of Small Animal Surgery and will also include some formal didactic teaching and preparation of teaching materials.

The Lecturer/Senior Lecturer is expected to provide supervision and mentoring of clinical resident postgraduate students in their Masters research projects and specialist college training programmes.

The role will contribute to the management and development of the Small Animal Surgery referral service within U-Vet.

As a Lecturer/Senior Lecturer, the position will require demonstrated experience in independent teaching and research and will be required to develop collaborative, applied research in the areas of Small Animal Surgery, seeking collaborative opportunities within the Faculty, the wider University and external partners.

Lecturers/Senior Lecturers at the University of Melbourne will have experience in scholarly activities through independent contribution in professional practice and expertise resulting in a sustained level of high impact publications and outputs, as appropriate to the level of appointment.

As with all University staff, the effective promotion of positive engagement in learning and career development of self and others, and actively promoting equity, diversity and cultural awareness consistent with University values is an expectation of this role.

This position will be primarily located at the Werribee campus of the University of Melbourne but will be expected to teach and to attend meetings, seminars and conferences at other campuses or facilities from time to time.

The role will be appointed as a Lecturer (Level B) or Senior Lecturer (Level C) based on the Selection Panel's determination of the candidate's application and level of career achievement.

### ***1. Key Responsibilities***

*The University of Melbourne sets Minimum Standards for Academic Levels (MSALs) expected from academic staff.* The levels are differentiated by level of complexity, degree of autonomy, leadership requirements of the position, and level of achievement of the academic.

Below is the standard for Level B and Level C academic staff.

### *Level B – Lecturer, Research Fellow (Grade 2)*

A Level B Academic will undertake independent teaching and/or research in their discipline or related area. In research and/or teaching and/or scholarship, a Level B Academic will make an independent contribution through professional practice and expertise and coordinate and/or lead the activities of other Academics, as appropriate to the discipline.

A Level B Academic will contribute to teaching at undergraduate, honours and postgraduate level, and/or engage in independent scholarship and/or undertake research or engage in professional activities appropriate to their profession or discipline. The Academic will undertake administration primarily relating to their activities within the Faculty and may be required to perform the full academic responsibilities of, and related administration for, the coordination of an award program of the University.

At Level B an Academic will have experience in research or scholarly activities, which have resulted in refereed journals or other demonstrated scholarly activities. Research may be carried out independently and/or as part of a team. Level B Academics may supervise postgraduate research students or projects and be involved in research training.

### *Level C – Senior Lecturer or Senior Research Fellow*

A Level C Academic will make a significant contribution to the discipline at the national level. In research, scholarship and/or teaching they will make independent and original contributions, which expand knowledge or practice in their discipline and have a significant impact on their field of expertise.

A Level C Academic will make a significant contribution to research and/or scholarship and/or teaching and/or administration activities of an organisational unit or an interdisciplinary area at undergraduate, honours and postgraduate level. They may undertake research. They will play a major role or provide a significant degree of leadership in scholarly, research and/or professional activities relevant to the profession, discipline and/or community and may be required to perform the full academic responsibilities of, and related administration for, the coordination of a large award program or a number of smaller award programs of the institution.

The research work of a Level C Academic will be acknowledged at a national level as being influential in expanding the knowledge of his or her discipline. This standing will be demonstrated by a strong record of published work or other demonstrated scholarly activities. A Level C Academic will normally provide leadership in research, including research training and supervision.

## **1.1 TEACHING AND LEARNING**

In accordance with the appropriate MSAL above:

- ▶ Make independent contribution to teaching and learning at all levels which enhances student learning and experience.
- ▶ Assist in the development of innovative programs which will effectively and efficiently manage teaching and learning activities.
- ▶ Maintain currency of professional expertise with the latest ideas in the discipline to enable teaching in the discipline and keep up to date with contemporary literature and contribute to the development of lecture content.
- ▶ Develop exciting and innovative subjects and curriculum, in collaboration with colleagues, deliverable under a variety of settings.

- ▶ Assist in the provision of leadership and mentoring to students, trainees, technicians and staff.
- ▶ Submit and assist in the securing of funding for teaching and learning activities resulting in outcomes in high impact peer-reviewed journals, articles, presentations and conference proceedings original teaching and scholarly outputs and research related to teaching and learning, pedagogy and clinical skills and outcomes.
- ▶ Ensure consistently strong teaching evaluations and other evidence of positive student feedback and peer review.
- ▶ Assist in the design and mark appropriate assessment tasks and undertake the administrative functions including the Learning Management System (LMS) website connected with assigned subjects.
- ▶ Complete administration tasks associated with subjects taught including marking, assessment and subject coordination.
- ▶ Participate in continuing education events including practitioner seminars and events.
- ▶ Develop a strong teaching program around clinical service, in addition to didactic teaching.
- ▶ Assist in the development and implementation of education models that can be applied across a broad range of government and industry settings.

## 1.2 CLINICAL

- ▶ Provide excellent service to patients and clients, ensuring that clinical services meet the standards of national and international accreditation bodies.
- ▶ Supervise and train staff including residents in Small Animal Surgery and assist in training residents in other clinical disciplines.
- ▶ Maintain accurate clinical and regulatory records and ensure prompt, regular communication with clients.
- ▶ Act as a role model and mentor for veterinary students, interns and residents and demonstrated a patient, client and student-centred approach.
- ▶ Ensure appropriate billing of clients for clinical services provided.
- ▶ Promote U-Vet clinical services to the general public and to the profession, planning with other staff members for the future direction of the hospital.
- ▶ Liaise with other staff and specialists including but not limited to criticalists, surgeons, anaesthetists, radiologists, pathologists, as required as well as working proactively and collaboratively with clinicians in other referral services and in Primary Care to deliver optimal patient care across the hospital.
- ▶ Contribute to the development and achievement of the hospital's objectives, actively listen and seek out opinions and ideas from others.
- ▶ Support and take part in clinical governance programmes and promote evidence-based practice.

## 1.3 RESEARCH AND RESEARCH TRAINING

In accordance with the appropriate MSAL above:

- ▶ Undertake independent research and ensure findings are disseminated through seminars, conference presentations and maintain a sustained level of publications in peer-reviewed journals acknowledged as influential in expanding the knowledge of the discipline at the national level.

- ▶ Attract, supervise and mentor postgraduate research students, including residents, Masters' and Doctoral students.
- ▶ Deliver against research objectives to meet project milestones and reporting schedules, as well as full immerse in the research culture of the Faculty.
- ▶ Prepare research proposals and funding applications to external bodies as appropriate.
- ▶ Assist in the attraction and supervision and mentoring of more junior staff and research students.
- ▶ Promote and develop strategic partnerships with industry organisations.
- ▶ Contribute to the development and implementation of education and research models that can be applied across a broad range of government and industry settings.
- ▶ Lead, develop and foster a strong research team and mentor more junior staff to enhance their academic careers.
- ▶ Provide leadership in developing research initiatives within the Faculty.
- ▶ Attend and participate in Faculty and University Research Showcase events and give internal and external oral seminars/lectures on relevant topic.

#### 1.4 LEADERSHIP AND SERVICE

In accordance with the appropriate MSAL above:

- ▶ Contribute to the development and provision of excellent specialist level clinical services in Small Animal Surgery to patients and clients, ensuring that clinical services meet the standards of national and international accreditation bodies, and are recognised nationally and internationally as a point of reference.
- ▶ Lead by example and ensure the values, standards and expectations of appropriate behaviour in the workplace and the best interest of a leading University are upheld as well as the University's commitment to a diverse and inclusive workplace.
- ▶ Actively promote the strategic goals of Department of Veterinary Clinical Sciences.
- ▶ Make a strong contribution to a research program within the discipline through independent contribution and engage in professional activities which increases the profile of the School, Faculty and University.
- ▶ Proactively build and develop partnerships and collaborative opportunities with industry, government, commercial sectors and other stakeholders.
- ▶ Actively participate in professional activities including consulting, workshops and executive education courses for external participants.
- ▶ Provide support and mentorship to more junior staff and students to assist in research excellence and career development.
- ▶ Perform administrative tasks and serve on committees as directed and as appropriate for the level of appointment.
- ▶ Engage with students to maximise positive experiences and develop student experience initiatives within the curriculum that contribute to the development of a strong student cohort.
- ▶ Foster a harmonious workplace environment that is conducive to productivity; promotes creativity; and rewards and recognises individuals and group achievement.
- ▶ Champion ethical debate, research, education and industry engagement.

- ▶ Promote student well-being and ensure all students are aware of all University support services, working in collaboration or seeking advice from more senior staff.
- ▶ Actively contribute to events such as Open Day and other activities at the Department and Faculty levels, to promote the faculty.
- ▶ Participation in continuing education events, for example practitioner seminars or tutorials.
- ▶ Promote the Service and Hospital to referring veterinarians and the wider community.

## 1.5 PEOPLE MANAGEMENT

- ▶ Manage staff issues in a timely and fair manner within University of Melbourne Guidelines.
- ▶ Create an environment where staff can accelerate personal growth and work towards achievement of career goals including promotion.
- ▶ Model the behaviour expected of leadership in the University.

## 1.6 RESPONSIBILITY AND COMPLIANCE

- ▶ Maintain a sound knowledge of current University Policy and Procedures, and reliably follow these or provide compliant advice to others;
- ▶ Reliably follow communications protocols and/or policies as appropriate.
- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in Section 5.
- ▶ Behavioural Expectations - All staff are expected to maintain the following behaviours:
  - Treat everyone equitably; act fairly with staff and demonstrate respect for diversity
  - Be an effective team player who is cooperative and gains the trust and support of staff, peers and clients through collaboration.

## ***2. Selection Criteria***

### 2.1 ESSENTIAL

For appointment at Level B, Lecturer

- ▶ An awarded Bachelor of Veterinary Sciences or equivalent veterinary degree registrable in Victoria with relevant experience in a similar position.
- ▶ Board certified or Board Eligible, suitable for or registered as a specialist in Small Animal Surgery such as: Fellowship of the Australian and New Zealand College of Veterinary Scientists in Small Animal Surgery, or equivalent Diplomate status in the American College of Veterinary Surgeons, or in the European College of Veterinary Surgery.
- ▶ Demonstrated ability to manage a Small Animal Surgery specialist level service caseload within a teaching or private practice veterinary hospital environment.
- ▶ Demonstrated experience and ability to provide teaching, guide, supervise and mentor students, trainees and technicians, as appropriate within a clinical setting.

- ▶ Prior experience in innovative and effective teaching at undergraduate/DVM level within a related discipline and/or in private practice or at other universities.
- ▶ Demonstrated ability to undertake original and independent research in a related area, evidenced by a record contribution in peer reviewed journals, book chapters, conference papers and presentations.
- ▶ Demonstrated capacity to work under limited supervision, with a high level of autonomy as well as part of a team to deliver high-quality outcomes.
- ▶ Demonstrated high level organisational skills and record keeping capabilities as well as well as demonstrated ability to prioritise a range of tasks, manage time effectively and meet deadlines in a busy environment.
- ▶ Well-developed interpersonal and skills with the ability to build and maintain relationships with internal and external stakeholders and an ability to tailor information to different audiences in a diverse environment.

In addition to the above, to be considered to the appointment of Senior Lecturer, Level C:

- ▶ A PhD or Masters post graduate qualification and Professional College specialist qualification (Fellowship of the Australian and New Zealand College of Veterinary Scientists, a specialist Diploma from a relevant college of the American or European Boards of Veterinary Specialisation) awarded in Small Animal Surgery or related discipline.
- ▶ Recognition as being influential in a relevant discipline, evidenced by a strong record of original, innovative research contributions in peer reviewed journals, book chapters, conference papers and presentations.
- ▶ Significant experience in undertaking original and independent teaching under a variety of settings, to DVM students and residents within the discipline.
- ▶ A successful record of securing competitive research grants and/or industry funding and directing research programs.
- ▶ Commitment to excellence and demonstrated capacity in leadership and innovation, in undergraduate and postgraduate teaching in the discipline.
- ▶ Demonstrated evidence of the ability to engage with relevant professional and industry bodies and stakeholders to foster collaborative partnerships.
- ▶ An excellent record in attracting and providing supervision to completion of graduate research students.
- ▶ Demonstrated experience of effective staff management and leadership within teams.

## 2.2 DESIRABLE

- ▶ Demonstrated active participation in gaining funds to further develop teaching and learning.

## 2.3 OTHER JOB-RELATED INFORMATION

- ▶ As the Faculty of Veterinary and Agricultural Sciences is located over several metropolitan and regional campuses, staff may be required to travel to, or work from, other sites and campuses as required.
- ▶ As a veterinarian working within a 24/7 veterinary hospital, you will be required to participate in a flexible rotating roster which will include being on-call, working outside of the spread of ordinary hours of work, weekends, public and University holidays.



- ▶ This position will require physical activity including manual handling and animal restraint.
- ▶ You are required to have current vaccination status for Tetanus, Hepatitis A and B and Q fever.
- ▶ This role will be expected to adhere to Veterinary Hospital infection control guidelines.
- ▶ This position requires the incumbent to hold a current and valid Working with Children Check.

### ***3. Equal Opportunity, Diversity and Inclusion***

The University is an equal opportunity employer and is committed to providing a workplace free from all forms of unlawful discrimination, harassment, bullying, vilification and victimisation. The University makes decisions on employment, promotion and reward on the basis of merit.

The University is committed to all aspects of equal opportunity, diversity and inclusion in the workplace and to providing all staff, students, contractors, honorary appointees, volunteers and visitors with a safe, respectful and rewarding environment free from all forms of unlawful discrimination, harassment, vilification and victimisation. This commitment is set out in the University's People Strategy 2015-2020 and policies that address diversity and inclusion, equal employment opportunity, discrimination, sexual harassment, bullying and appropriate workplace behaviour. All staff are required to comply with all University policies.

The University values diversity because we recognise that the differences in our people's age, race, ethnicity, culture, gender, nationality, sexual orientation, physical ability and background bring richness to our work environment. Consequently, the People Strategy sets out the strategic aim to drive diversity and inclusion across the University to create an environment where the compounding benefits of a diverse workforce are recognised as vital in our continuous desire to strive for excellence and reach the targets of Growing Esteem.

### ***4. Occupational Health and Safety (OHS)***

All staff are required to take reasonable care for their own health and safety and that of other personnel who may be affected by their conduct.

OHS responsibilities applicable to positions are published at:

<https://safety.unimelb.edu.au/people/community/responsibilities-of-personnel>

These include general staff responsibilities and those additional responsibilities that apply for Managers and Supervisors and other Personnel.

### ***5. Other Information***

#### **5.1 FACULTY OF VETERINARY AND AGRICULTURAL SCIENCES**

<http://fvas.unimelb.edu.au/>



The Faculty of Veterinary and Agricultural Sciences was formed in July 2014 through the merger of the former Faculty of Veterinary Science and the Department of Agriculture and Food Systems. The new Faculty creates opportunities for closer research collaborations and the formation of interdisciplinary teams to address major issues in veterinary and agricultural sciences. The Faculty's core teaching, postgraduate training, research, clinical consultancy and industry development activities are delivered at the Parkville, Werribee and Dookie campuses, and the Veterinary Hospital operates at Werribee.

Our interdisciplinary approach applies scientific, social, political and economic perspectives to address the needs of both human communities and the natural environment. We address the issues of climate change, food production and food security, crop, plant and soil health, water management, sustainable use of resources for agriculture, animal health and disease and other problems challenging key decision makers today.

Our academic staff engage with government and industry to investigate critical societal issues and the faculty is home to University research centres dedicated to this work. They include: Animal Welfare Science Centre; Primary Industry Climate Challenges Centre; Centre for Animal Biotechnology; Centre for Equine Virology; and the Asia-Pacific Centre for Animal Health', in which the University is a core partner. Research within the Faculty has led to some outstanding outcomes including: increased agricultural productivity; vaccines and diagnostic products that have been commercialised throughout the world; enhanced animal welfare; improvements in public health; and contributions to basic understanding of animal biology.

The Faculty is the only provider of Veterinary Science courses in Victoria and one of only a small number of Universities doing so in Australia. The Bachelor of Agriculture and Bachelor of Food Science along with coursework masters in Agricultural Sciences and Food Science offers one of the most comprehensive educational programs in agricultural and food science in Australia.

## 5.2 THE UNIVERSITY OF MELBOURNE

Established in 1853, the University of Melbourne is a leading international university with a tradition of excellence in teaching and research. The main campus in Parkville is recognised as the hub of Australia's premier knowledge precinct comprising eight hospitals, many leading research institutes and a wide-range of knowledge-based industries. With outstanding performance in international rankings, the University is at the forefront of higher education in the Asia-Pacific region and the world.

The University employs people of outstanding calibre and offers a unique environment where staff are valued and rewarded.

Further information about working at The University of Melbourne is available at <http://about.unimelb.edu.au/careers>

## 5.3 ADVANCING MELBOURNE

The University's strategic direction is grounded in its purpose. While its expression may change, our purpose is enduring: to benefit society through the transformative impact of education and research. Together, the vision and purpose inform the focus and scale of our aspirations for the coming decade.

Advancing Melbourne reflects the University's commitment to its people, its place, and its partners. Our aspiration for 2030 is to be known as a world-leading and globally connected Australian university, with our students at the heart of everything we do.

- We will offer students a distinctive and outstanding education and experience, preparing them for success as leaders, change agents and global citizens.
- We will be recognised locally and globally for our leadership on matters of national and global importance, through outstanding research and scholarship and a commitment to collaboration.
- We will be empowered by our sense of place and connections with communities. We will take opportunities to advance both the University and the City of Melbourne in close collaboration and synergy.
- We will deliver this through building a brilliant, diverse and vibrant University community, with strong connections to those we serve.

The means for achieving these goals include the development of the University of Melbourne's academic and professional staff and the capabilities needed to support a modern, world-class university. Those means require a commitment to ongoing financial sustainability and an ambitious infrastructure program which will reshape the campus and our contribution to the communities we engage with. This strategy, and the priorities proposed, is centred around five intersecting themes; place, community, education, discovery and global.

#### 5.4 GOVERNANCE

The Vice Chancellor is the Chief Executive Officer of the University and responsible to Council for the good management of the University.

Comprehensive information about the University of Melbourne and its governance structure is available at <https://about.unimelb.edu.au/strategy/governance>