



## POSITION DESCRIPTION

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

### Lecturer (Primary Care)

<b>POSITION NO</b>	TBC
<b>CLASSIFICATION</b>	Level B
<b>SALARY</b>	\$107,547 - \$127,707 p.a.
<b>SUPERANNUATION</b>	Employer contribution of 17%
<b>WORKING HOURS</b>	Full-time
<b>BASIS OF EMPLOYMENT</b>	Continuing
<b>OTHER BENEFITS</b>	<a href="http://about.unimelb.edu.au/careers/working/benefits">http://about.unimelb.edu.au/careers/working/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 Staff' or 'Prospective 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>

For information about working for the University of Melbourne, visit our website:  
[about.unimelb.edu.au/careers](http://about.unimelb.edu.au/careers)

## ***Position Summary***

### **ABOUT THE POSITION**

The Lecturer (Primary Care) will provide excellence in clinical teaching, services and 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), the position will provide high quality level services in Primary Care engaging with the community and the veterinary profession, aiming to increase the profile of U-Vet and the Faculty.

Reporting to the relevant Head of Service, the Lecturer (Primary Care) will receive broad direction, with the ability to work independently and 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 primary care, and other areas as required. The position will also include formal didactic teaching and preparation of teaching materials and contribute to the management and development of the Primary Care service within U-Vet.

The position will actively participate in leadership and service both within and outside the University and broader community and be an effective member of committees at the Department, School, Faculty, as appropriate.

As Lecturer, the incumbent will have demonstrated experience of independent teaching and research and will be required to develop collaborative, applied research in the areas of primary care, seeking collaborative opportunities within the Faculty, the wider University and external partners.

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

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.

### **ABOUT US**

The University of Melbourne has affirmed its position as the number one university in Australia, and remains among the fastest-rising research universities in the world's top 100, according to the Academic Ranking of World Universities (ARWU). It is counted among the best universities in the world – 33 by the Times Higher Education (THE) and 32 by the US News and World Report Rankings. Please visit [Tradition of Excellence](#) for further information.

The Faculty of Veterinary and Agricultural Sciences provide over 20 courses and 300 subjects to approximately 3,500 equivalent full-time students. The Faculty provides the only professional entry veterinary program in Victoria and the Bachelor of Agriculture is the fastest growing undergraduate degree in Australia. The University of Melbourne's agriculture program is the largest in Victoria and ranked 36 in the world, whilst the Doctor of Veterinary Medicine program

was the first graduate veterinary professional entry program in Australia. The Faculty is ideally placed to contemplate changes that have far-reaching consequences on its teaching, engagement and research.

## **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 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.

### **1.1 TEACHING AND LEARNING**

- ▶ Make independent contributions to teaching and learning at all levels, which enhance student learning and student experience in a variety of settings including DVM4 clinical rotations and clinical skills training.
- ▶ 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 in Primary Care and assist in training residents in other clinical disciplines as appropriate.
- ▶ 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 student-centred approach.
- ▶ Ensure appropriate billing of clients whose animals are treated in conjunction with the Hospital Support team and relevant area specific Veterinary Nurses.
- ▶ 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.
- ▶ 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 LEADERSHIP AND SERVICE

- ▶ Lead by example and ensure the values, standards and expectations for appropriate behaviour in the workplace and the best interests of a leading University are upheld as well as the University's commitment to a diverse and inclusive workplace.
- ▶ Assist with the provision of leadership in the discipline and foster excellence in teaching and research.
- ▶ Actively promote the strategic goals of the 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.

#### 1.4 RESEARCH AND RESEARCH TRAINING

- ▶ 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.
- ▶ Deliver against research objectives to meet project milestones and reporting schedules, as well as fully immerse in the research culture of the Faculty.
- ▶ Prepare research proposals and funding applications to external bodies as appropriate and disseminate research findings through seminars, conference presentations, and a sustained publication record in peer-reviewed international journals.
- ▶ 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.
- ▶ Attract, supervise and mentor postgraduate research students, including residents, Masters' and Doctoral students.
- ▶ Attend and participate in Faculty and University Research Showcase events and give internal and external oral seminars/lectures on relevant topic.

## 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.
- ▶ Support the University's Equity and Diversity Strategy.
- ▶ Foster a harmonious workplace environment that is conducive to productivity, promotes creativity, and rewards and recognises individuals and group achievement.

## 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

In order to be considered for interview by the Selection Panel, applicants must address the following Criteria in their application. Please visit the University website how to address [Essential Selection Criteria](#)

### 2.1 ESSENTIAL

- ▶ An awarded Bachelor of Veterinary Sciences or equivalent veterinary degree registrable in Victoria with relevant experience in a similar position.
- ▶ Demonstrated ability to manage primary care service caseload within a teaching veterinary hospital environment.
- ▶ Demonstrated experience and the ability 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 at other universities.
- ▶ Demonstrated active participation in gaining funds to further develop teaching and learning.
- ▶ 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.
- ▶ Proven ability to provide guidance to clinical staff and students in a timely and appropriate manner

- ▶ Demonstrated capacity to work under limited supervision, with a high level of autonomy as well as part of a team.
- ▶ Demonstrated capacity to work independently and as a member of a team to deliver high-quality teaching outcomes.
- ▶ Demonstrated high level organisational skills and record keeping capabilities 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.

## 2.2 DESIRABLE

- ▶ Experience, or interest in dentistry, exotics or surgery or any other specialty area.
- ▶ A post-graduate qualification in veterinary science/studies, or progress towards having a masters or membership qualification or the RCVS Certificate in Advanced Veterinary Practice.

## 2.3 SPECIAL REQUIREMENTS OF THIS POSITION

- ▶ 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 service 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:

<http://safety.unimelb.edu.au/topics/responsibilities/>

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<sup>1</sup>, 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 GROWING ESTEEM, THE MELBOURNE CURRICULUM AND RESEARCH AT MELBOURNE: ENSURING EXCELLENCE AND IMPACT TO 2025

Growing Esteem describes Melbourne's strategy to achieve its aspiration to be a public-spirited and internationally-engaged institution, highly regarded for making distinctive contributions to society in research and research training, learning and teaching, and engagement. <http://about.unimelb.edu.au/strategy-and-leadership>

The University is at the forefront of Australia's changing higher education system and offers a distinctive model of education known collectively as the Melbourne Curriculum. The new educational model, designed for an outstanding experience for all students, is based on six broad undergraduate programs followed by a graduate professional degree, research higher degree or entry directly into employment. The emphasis on academic breadth as well as disciplinary depth in the new degrees ensures that graduates will have the capacity to succeed in a world where knowledge boundaries are shifting and reforming to create new frontiers and challenges. In moving to the new model, the University is also aligning itself with the best of emerging European and Asian practice and well-established North American traditions.

The University's global aspirations seek to make significant contributions to major social, economic and environmental challenges. Accordingly, the University's research strategy *Research at Melbourne: Ensuring Excellence and Impact to 2025* aspires to a significant advancement in the excellence and impact of its research outputs. <http://research.unimelb.edu.au/our-research/research-at-melbourne>

The strategy recognises that as a public-spirited, research-intensive institution of the future, the University must strive to make a tangible impact in Australia and the world, working across disciplinary and sectoral boundaries and building deeper and more substantive engagement with industry, collaborators and partners. While cultivating the fundamental enabling disciplines through investigator-driven research, the University has adopted three grand challenges aspiring to solve some of the most difficult problems facing our world in the next century. These Grand Challenges include:

- ▶ Understanding our place and purpose – The place and purpose grand challenge centres on understanding all aspects of our national identity, with a focus on Australia's

'place' in the Asia-Pacific region and the world, and on our 'purpose' or mission to improve all dimensions of the human condition through our research.

- ▶ Fostering health and wellbeing – The health and wellbeing grand challenge focuses on building the scale and breadth of our capabilities in population and global health; on harnessing our contribution to the 'convergence revolution' of biomedical and health research, bringing together the life sciences, engineering and the physical sciences; and on addressing the physical, mental and social aspects of wellbeing by looking beyond the traditional boundaries of biomedicine.
- ▶ Supporting sustainability and resilience – The sustainability and resilience grand challenge addresses the critical issues of climate change, water and food security, sustainable energy and designing resilient cities and regions. In addition to the technical aspects, this grand challenge considers the physical and social functioning of cities, connecting physical phenomena with lessons from our past, and the implications of the technical solutions for economies, living patterns and behaviours.

Essential to tackling these challenges, an outstanding faculty, high performing students, wide collaboration including internationally and deep partnerships with external parties form central components of Research at Melbourne: Ensuring Excellence and Impact to 2025.

#### 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 <http://www.unimelb.edu.au/governance>