



POSITION DESCRIPTION

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

Veterinarian (Small Animal Surgery)

POSITION NO	0054253
CLASSIFICATION	Levels B or C
SALARY	Level B: \$107,547 - \$127,707 pa Level C: \$131,738 - \$151,900 pa
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Full time
BASIS OF EMPLOYMENT	Continuing
OTHER BENEFITS	https://about.unimelb.edu.au/careers/staff-benefits
HOW TO APPLY	Online applications are preferred. Go to http://about.unimelb.edu.au/careers , select the relevant option ('Current Opportunities' or 'Jobs available to current staff'), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	Professor Josh Slater Tel +61 3 800 12690 Email: jdslater@unimelb.edu.au Or Dr Stewart Ryan Tel: +61 3 800 12560 Email: stewart.ryan@unimelb.edu.au <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

Position Summary

The primary purpose of the Veterinarian will be to provide excellence in clinical service of small animal surgery at the University of Melbourne's Faculty of Veterinary and Agricultural Sciences. Working within the University's veterinary teaching hospital, the U-Vet Werribee Animal Hospital (U-Vet), which provides a wide range of veterinary services to the public, the position will provide a high quality of patient care within the Small Animal Surgery Service. The Veterinarian will engage with clients, the community and the veterinary profession, to provide first class care as well as increase the profile of U-Vet and the Faculty.

The incumbent will be required to hold a veterinary degree, with demonstrated clinical experience, which enables them to be registered in the State of Victoria as a Veterinarian.

As a veterinarian appointed within a University veterinary teaching hospital, the incumbent will also undertake clinical teaching and contribute to clinical research. In this capacity there will be opportunities to develop collaborative, applied research in the area of small animal surgery, seeking collaborative opportunities within the Faculty, the wider University and external partners.

As appropriate to the level of appointment, the Veterinarian, will deliver teaching across the Doctor of Veterinary Medicine (DVM) program, developing and delivering tutorials or lectures, workshops and practical classes as well as clinical teaching during student rotations.

As a representative of U-Vet, the veterinarian will actively participate in leadership and service both within and outside the University and broader community, promoting the veterinary services of U-Vet, and be an effective member of committees at the Department, School, Faculty, and contribute to the management and development of the Small Animal Surgery service, 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.

This position description describes the general duties of the Veterinarian in Small Animal Surgery under Key Responsibilities, however the responsibilities under which these duties are to be undertaken will be determined by the level of appointment. You will be appointed to either Level B or C based on your qualifications, experience and achievement as determined by the Selection Panel based on the University minimum standards for academic levels.

1. Key Responsibilities

The Key Responsibilities listed below are of a general nature and do not define the level of appointment. These responsibilities will be performed at the level as defined in the University of Melbourne's minimum standards for academic levels (MSALs), summarised below.

- ▶ Level B Veterinarians will continue to develop their expertise and may also provide guidance to more junior veterinarians. They will undertake independent teaching and research and/or scholarly activity and may make independent contribution which has resulted in referred journals or other scholarly output.

- ▶ Level C Veterinarians will be an experienced Veterinarian who is Board certified, suitable for or already registered as a specialist in Small Animal Surgery. They will make a significant contribution to the practice at a national level. They provide a significant amount of leadership and guidance to more junior Veterinarians. Further, they make independent and original contributions to teaching, research and/or scholarly activities and hold a strong record of published work or other demonstrated scholarly activities.

1.1 VETERINARY AND CLINICAL

- ▶ Provide excellent veterinary services to patients and clients, ensuring that clinical services meet the standards of national and international accreditation bodies.
- ▶ Supervise and train staff and residents in Small Animal Surgery and other clinical disciplines, as appropriate.
- ▶ Liaise with other staff and specialists including but not limited to criticalists, internists, 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.
- ▶ Act as a role model and mentor for veterinary students, residents and demonstrate a student-centred approach.
- ▶ Maintain accurate clinical and regulatory records and ensure prompt, regular communication with clients.
- ▶ 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.
- ▶ 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.

1.2 TEACHING AND LEARNING

- ▶ Make contributions to veterinary 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.
- ▶ Develop innovative subjects and programs which will effectively and efficiently manage veterinary teaching and learning activities, deliverable over a variety of settings.
- ▶ Maintain currency of professional expertise with the latest ideas in the discipline to enable veterinary teaching and keep up to date with contemporary literature and contribute to the development of lecture content.
- ▶ Assist in the provision of leadership and mentoring to students, trainees, technicians and staff.
- ▶ Secure 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 marking of appropriate assessment tasks and undertake associated administrative functions using 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 or contribute to 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.

1.3 RESEARCH AND RESEARCH TRAINING

- ▶ Undertake independent clinical research and ensure findings are disseminated through seminars, conference presentations and maintain a sustained level of publications in peer-reviewed journals, articles and conference proceedings.
- ▶ Deliver against research objectives to meet project milestones and reporting schedules, as well as fully immerse in the research culture of the Faculty.
- ▶ As appropriate to the level of appointment, 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 journals.
- ▶ Attract, supervise and mentor postgraduate research students, including residents, Masters' and Doctorial students.
- ▶ Supervise and mentor 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.

1.4 LEADERSHIP AND SERVICE

- ▶ 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 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.
- ▶ 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.
- ▶ 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.

- ▶ 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 continuing 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.
- ▶ 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.

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 4.
- ▶ 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.
 - ▶ Create ethics applications and report to the ethics committees

2. Selection Criteria

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

2.1 ESSENTIAL

Common Criteria for both Levels

- ▶ An awarded Bachelor of Veterinary Sciences, Doctor of Veterinary Medicine, or equivalent veterinary degree registrable in Victoria with at least two years relevant experience as a veterinarian.
- ▶ Demonstrated experience in providing veterinary clinical practice and proven ability to manage a challenging and varied surgical caseload within a teaching or private veterinary hospital environment.
- ▶ Demonstrated evidence of communicating compassionately and tactfully to clients regarding their animals.
- ▶ Well-developed interpersonal and skills with the ability to build and maintain relationships with internal and clients, external stakeholders and an ability to tailor information to different audiences in a diverse environment.
- ▶ Demonstrated evidence of the ability to work collaboratively as a member of a team with a wide diversity of background, interests and at a variety of locations
- ▶ 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.

In addition to the Common Criteria, to be appointed to Level B

- ▶ Demonstrated capacity to work independently and as a member of a team to deliver high-quality veterinary services to clients as well as teaching outcomes
- ▶ Demonstrated ability to undertake original and independent clinical research in a related area, evidenced by a record of publications in peer reviewed journals, articles, book chapters, conference papers and presentations or other scholarly output.
- ▶ Demonstrated active participation in gaining funds to further develop teaching and learning.
- ▶ Proven ability to provide guidance and supervision to clinical staff and students in a timely and appropriate manner.

In addition to the Common Criteria, to be appointed to Level C

- ▶ Board certified, and registered, or suitable for registration, as a specialist in Victoria or registered as a specialist with ABVS or EBVS, e.g. Fellowship of the Australian and New Zealand College of Veterinary Scientists in Small Animal Surgery, or Diplomate of the American College of Veterinary Surgery, or of the European College of Veterinary Surgery.
- ▶ 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.
- ▶ Significant experience as a veterinarian in Small Animal Surgery at a specialist level.
- ▶ Demonstrated ability to take a leading role in the management of a Small Animal Surgery clinical caseload within a veterinary teaching hospital or private practice environment.
- ▶ Significant experience in undertaking original and independent teaching under a variety of settings, to DVM students and residents within the 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.
- ▶ The capability of preparing and submitting applications for competitive grants and/or industry funding.
- ▶ Demonstrated evidence of the ability to provide a significant degree of leadership in scholarly and/or teaching as well as providing mentoring to staff and students.

2.2 DESIRABLE

Level B

- ▶ Prior experience in innovative and effective teaching at undergraduate/DVM level within a related discipline and/or at other universities.
- ▶ 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.

Level C

- ▶ Understanding of the University of Melbourne teaching and learning strategies associated with the University's strategic plan, Growing Esteem, and the implementation of the Melbourne Model.

2.3 SPECIAL REQUIREMENTS OF THE ROLE

- ▶ 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>