POSITION DESCRIPTION

Position Title: Veterinary Officer
Organisation Unit: Office of Research Ethics
Position Number:
Type of Employment: Full time, continuing
Classification: Hew Level 9

THE UNIVERSITY OF QUEENSLAND

The University of Queensland (UQ) contributes positively to society by engaging in the creation, preservation, transfer and application of knowledge. UQ helps shape the future by bringing together and developing leaders in their fields to inspire the next generation and to advance ideas that benefit the world. UQ strives for the personal and professional success of its students, staff and alumni. For more than a century, we have educated and worked with outstanding people to deliver knowledge leadership for a better world.

UQ ranks in the world’s top universities, as measured by several key independent ranking, including the Performance Ranking of Scientific Papers for World Universities (43), the US News Best Global Universities Rankings (45), QS World University Rankings (48), Academic Ranking of World Universities (55), and the Times Higher Education World University Rankings (69). UQ again topped the nation in the prestigious Nature Index, and our Academic Ranking of World Universities result in the field of Life and Agricultural Sciences is the highest in Australia at 20.

UQ has an outstanding reputation for the quality of its teachers, its educational programs and employment outcomes for its students. Our students remain at the heart of what we do. The UQ experience – the UQ Advantage – is distinguished by a research enriched curriculum, international collaborations, industry engagement and opportunities that nurture and develop future leaders. UQ has a strong focus on teaching excellence, winning more national teaching excellence awards than any other in the country and attracting the majority of Queensland’s highest academic achievers, as well as top interstate and overseas students.

UQ is one of Australia’s Group of Eight, a charter member of edX and a founding member of Universitas 21, an international consortium of leading research-intensive universities.

Our 50,000-plus strong student community includes more than 13,000 postgraduate scholars and more than 12,000 international students from 144 countries, adding to its proud 240,000-plus alumni. The University has about 7,000 academic and professional staff and a $1.8 billion annual operating budget. Its major campuses are at St Lucia, Gatton and Herston, in addition to teaching and research sites around Queensland and Brisbane city. The University has six Faculties and four University-level Institutes. The Institutes, funded by government and industry grants, philanthropy and commercialisation activities, have built scale and focus in research areas in neuroscience, biomolecular and biomedical sciences, sustainable minerals, bioengineering and nanotechnology, as well as social science research.
UQ has an outstanding track-record in commercialisation of our innovation with major technologies employed across the globe and integral to gross product sales of $11billion+ (see http://uniquest.com.au/our-track-record).

UQ has a rapidly growing record of attracting philanthropic support for its activities and this will be a strategic focus going forward.

Organisational Environment

The Deputy Vice-Chancellor (Research) is a member of the University's Senior Executive and has responsibility for the development and advancement of the University’s profile in research and research training. This includes the strategic management of research at an institutional level; development of research policy; management of the Research Only Budget, Sustainable Research Excellence and Research Infrastructure Block Grant; development of research collaborations in Australia and overseas. The Deputy Vice-Chancellor (Research) also interacts closely with Executive Deans and Institute Directors who have operational responsibility for research development within the University’s Faculties and Institutes respectively, and chairs the University Research Committee, a committee of the Academic Board that promotes and supports research and research training within the University.

The Deputy Vice-Chancellor (Research) is supported by the staff in the UQ Research and Innovation portfolio. Units within the portfolio have responsibility to support the University’s research community through strategic engagement with external stakeholders, funding organisations and research partners; international collaborations; grants management; research performance data management, contract negotiation; and research ethics and integrity.

Information for Prospective Staff

Information about life at UQ including staff benefits, relocation and UQ campuses is available at - http://www.uq.edu.au/current-staff/working-at-uq

DUTY STATEMENT

Primary Purpose of Position

Within the UQ Research and Innovation portfolio, the Office of Research Ethics is responsible for ensuring University research is conducted within the framework of the relevant Codes and legislation for both human and animal ethics.

Working within the Office of Research Ethics, this position is responsible for providing specialist advice and veterinary expertise to the University’s five Animal Ethics Committees, the Research Integrity Office when required, and the UQ research and teaching community to ensure compliance with The Animal Care and Protection Act 2001 (Qld) (the Act) and the Australian code for the care and use of animals for scientific purposes 2004 (the Code) and other relevant regulations.

Duties

Duties and responsibilities include, but are not limited to:
- Provide authoritative and contemporary scientific and technical advice and related services on matters relevant to ethics review and monitoring processes and the care and use of animals.

- Develop and manage a veterinary care program for animals used in research and teaching which will include clinical and emergency animal care, advice and oversight of animal husbandry and breeding management practices, animal health monitoring, humane end points and quarantine practices.

- Participate in Animal Ethics Committee (AEC) meetings in an Advisory capacity and/or Veterinary Member to provide specialist expertise, advice and specialist reports on the health and welfare of animals, and to effect relevant decisions of the Committee.

- Coordinate and conduct regular internal audits of UQ animal facilities (in addition to University animal facilities jointly managed with external AECs) to ensure compliance of SOPs, record keeping and reporting systems within the Australian Code, site licences, statutes and best practice with a focus on driving continuous improvement to policy and/or procedural changes.

- Establish and maintain effective relationships with researchers and relevant sections of the University, including Animal house and laboratory animal services staff, and administrative divisions, Schools and Faculties.

- In consultation with the Director, Research Ethics, design and deliver training programmes to promote the requirements for compliance and maintenance of high standards of animal welfare to the University research and teaching community, including specific promotion and integration of the 3Rs – refinement, replacement and reduction as specified in the Code.

- Lead and develop options to develop a strategic plan to facilitate progress toward international accreditation of UQ's animal compliance programmes.

- Monitor the external environment for changes to codes and statutes and best practice in animal care and handling, and support development and implementation of policy and/or procedural changes.

- Advise the Director, Research Ethics on all pertinent issues as required, including the management of complaints and allegations in regards to Animal Welfare and Animal Ethics.

- Any other duties as reasonably directed by the Director, Research Ethics.

**Other**

Ensure you are aware of and comply with legislation and University policy relevant to the duties undertaken, including but not exclusive to:

- the University’s Code of Conduct
- requirements of the Queensland occupational health and safety (OH&S) legislation and related OH&S responsibilities and procedures developed by the University or Institute/School
- the adoption of sustainable practices in all work activities and compliance with associated legislation and related University sustainability responsibilities and procedures
• requirements of the Education Services for Overseas Students Act 2000, the National Code 2007 and associated legislation, and related responsibilities and procedures developed by the University

Organisational Relationships

The position reports to the Director, Research Ethics. The position does not supervise any staff.

SELECTION CRITERIA

Essential

• A veterinary degree or extensive practical experience in a related field.
  
• Specialised knowledge and experience of compliance issues relating to the care and use of animals in a research environment.
  
• Highly developed analytical and conceptual skills including demonstrated ability to deliver positive solutions to complex problems.
  
• Significant capacity to develop and promote a team centred approach to compliance.
  
• Demonstrated high level written and oral communication skills in dealing with a range of individuals and groups including capacity to communicate ideas or concepts that are often complex and the ability to effectively analyse information and produce clear, succinct reports and documents in order to achieve highest compliance ratings.
  
• Advanced analytical and problem solving skills.
  
• Excellent organisation and communication skills (written and verbal) including the ability to exercise a very high level of initiative.
  
• Ability to assess and facilitate ethical debate to promote relevant aspects of compliance.
  
• Willingness to be flexible in travelling to different locations and sites.

Highly Desirable

• Experience with the University Animal Ethics Committee system and administrative processes.

Vaccinations and Immunisation

It is a condition of employment for this role that if you are required now or in the future to perform work tasks that put you at risk of exposure to vaccine-preventable disease you are required to be immunised against, and remain immunised against, certain vaccine preventable diseases (VPDs) in accordance with the University’s Vaccinations and Immunisation Guidelines (PPL 2.60.08). The employee is required to provide evidence of immunisation against VPDs.

The University of Queensland values diversity and inclusion and actively encourages applications from those who bring diversity to the University. Please refer to the University’s Diversity and Inclusion webpage (http://www.uq.edu.au/equity) for further information and points of contact if you require additional support.
This role is a full-time position; however flexible working arrangements may be negotiated.

Accessibility requirements and/or adjustments can be directed to Jill Amber, HR Advisor on central-hr-advisory@uq.edu.au