



POSITION DESCRIPTION

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

Clinical Veterinary Tutor (Equine Surgery)

POSITION NO	0045332
CLASSIFICATION	Level A
SALARY	\$69,148 - \$93,830 p.a.
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Full time
BASIS OF EMPLOYMENT	Fixed term position available for three years
OTHER BENEFITS	http://about.unimelb.edu.au/careers/working/benefits
HOW TO APPLY	Online applications are preferred. Go to http://about.unimelb.edu.au/careers , select the relevant option ('Current Staff' or 'Prospective Staff'), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	Professor Chris Whitton Tel +61 3 97312268 Email cwhitton@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

ABOUT THE POSITION

The Equine Surgery Clinical Tutor is responsible for the day to day assessment and management of both in- and out- patient horses at the University of Melbourne's Equine Centre, based at the U-Vet Werribee Animal Hospital ("Hospital"). Veterinary clinical tutors will work under the supervision of the senior veterinary team but are expected to take increasing responsibility for their cases as they progress. This role includes evaluation of emergency admissions and management of hospitalized horses outside of regular working hours (including weekends). This could include evaluation of cases that fall outside of the incumbent's area of specialization. The veterinarian in this role is expected to assist with the instruction of students rotating through the Equine Hospital including taking tutorials and assisting with practical classes. The incumbent will liaise with both reception and nursing staff to ensure levels of patient and client service continue to increase.

The position will be primarily located at the University of Melbourne's Werribee campus, but Veterinary Clinical Tutors will at times work outside of the Equine Centre including at the Goulburn Valley Equine Hospital.

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

Level A - Tutor, Research Assistant (Grade 2), Research Fellow (Grade 1)

A level A academic will work with the support and guidance from more senior academic staff and will work under the supervision of academic staff at level B and above.

A level A academic is expected to develop their expertise in teaching, scholarship and/or research with an increasing degree of autonomy and may work with limited supervision and/or as part of a team.

A level A academic will contribute to teaching at the institution (at a level appropriate to the skills and experience of the staff member) and/or undertake research and/or engage in professional activities appropriate to his or her profession or discipline.

The contribution to teaching and supervision of students of level A academics will be primarily at undergraduate and graduate diploma level.

The results of research conducted may be published in collaboration with a senior member of Faculty.

1.1 TEACHING AND LEARNING

- ▶ Contribute to innovative teaching, learning and supervision of veterinary students which may include, but is not limited to, the preparation of tutorial and practicals, marking and assessment.
- ▶ Maintain currency with the latest ideas in the discipline to enable teaching in the discipline.
- ▶ Provide academic mentoring to veterinary students within the scope and level of position.
- ▶ Assist in the attraction of funding to support teaching and/or scholarly activities resulting in the publication of journal papers, articles or conference papers.
- ▶ Assist with input and/or revision of tutorial material to ensure teaching materials remain relevant.
- ▶ Continue to develop expertise in teaching and scholarship and engage in professional activities within the profession which may benefit self, the discipline and students
- ▶ Assist development and implementation of education models that can be applied across a broad range of government and industry settings.

1.2 RESEARCH AND RESEARCH TRAINING

- ▶ This is primarily a teaching only position so there is no expectation that the incumbent will undertake research, but may elect to do so within a relevant discipline.

1.3 LEADERSHIP AND SERVICE

- ▶ Participation in the communication and dissemination of information relating to the discipline.
- ▶ Subject to funding, attendance at relevant conferences and incorporate learnings into practice.
- ▶ As appropriate to the level of the position, provide leadership to students and other staff and become involved in Faculty and University activities which may promote the immediate area, Faculty or broader University.
- ▶ Complete administrative tasks in line with the University of Melbourne Operating Model.
- ▶ Engage with relevant professional and industry bodies and stakeholders to foster collaborative partnerships.
- ▶ Expand the knowledge of the discipline that impacts the field.
- ▶ Engage with colleagues from across the Faculty and broader University, as appropriate to the role.
- ▶ Foster a harmonious workplace environment that is conducive to productivity, promotes creativity and rewards and recognises individuals and group achievement.

- ▶ Foster excellence in teaching and develop best practice standards for the Faculty and University.

1.4 CLINICAL

The Veterinary Tutor will be expected to undertake specific clinical duties with or without student involvement, These are, but not limited to:

- ▶ Admission, examination and assessment of horses that are presented to the Equine Centre.
- ▶ Veterinary care of horses admitted to the Equine Centre in consultation with supervising specialist veterinarians and on duty nurses.
- ▶ Communicating information about hospitalised cases to the senior veterinarian.
- ▶ Taking and responding to messages from the Equine Centre after-hours call centre.
- ▶ Maintenance of accurate clinical and regulatory records and prompt, regular communication with clients.
- ▶ Ensure appropriate billing of clients whose animals are treated in the Equine Centre.
- ▶ Supervision and assessment of students on rotation through the Equine Centre.
- ▶ Active promotion of the Equine Centre to the general public to maintain and grow the patient volume.
- ▶ Contribute to the development and achievement of the Equine Centre team objectives, actively listen to and seek out opinions and ideas from others.

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 veterinary degree registrable in the State of Victoria.
- ▶ Demonstrated experience (minimum two years) in equine veterinary clinical tutoring under a variety of settings as well as within an established program.
- ▶ Demonstrated capacity to guide, supervise and mentor students, trainees and technicians.
- ▶ Demonstrated capacity to provide effective teaching to students within the discipline
- ▶ Capacity to assist in the attraction of funding to support teaching and/or scholarly activities either individually or in collaboration with others resulting in the publication of journal papers, articles or conference papers.
- ▶ Demonstrated capacity to engage with relevant professional and industry bodies and stakeholders to foster collaborative partnerships.
- ▶ A capacity to work under limited supervision 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 well as demonstrated ability to prioritise a range of tasks, manage time effectively and meet deadlines in a busy environment with frequent interruptions

- ▶ Excellent communication and interpersonal skills, including written and oral communication, with an ability to tailor information to different audiences.

2.2 DESIRABLE

- ▶ Experience in managing hospitalised equine cases.
- ▶ Experience in referral equine caseload.

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.
- ▶ A flexible approach to working hours is necessary, as work outside normal office hours will be required.
- ▶ 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.

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', 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>