



POSITION DESCRIPTION

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

Clinical Tutor/Lecturer (Small Animal Medicine)

POSITION NO	0044598
CLASSIFICATION	Level A – Tutor Level B – Lecturer <i>Level of appointment will be determined by the level of achievement of the applicant</i>
SALARY	Level A: \$69,148 - \$93,830 p.a. Level B: \$98,775 - \$117,290 p.a.
SUPERANNUATION	Employer contribution of 9.5%
WORKING HOURS	Full-time
OTHER BENEFITS	http://hr.unimelb.edu.au/careers/working/benefits
BASIS OF EMPLOYMENT	Fixed term – 1 year
HOW TO APPLY	Online applications are preferred. Go to http://hr.unimelb.edu.au/careers , under 'Job Search and Job Alerts', select the relevant option ('Current Staff' or 'Prospective Staff'), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	A/Prof Caroline Mansfield Tel +61 3 9731 2000 Email cmans@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 websites:

hr.unimelb.edu.au/careers
joining.unimelb.edu.au

Position Summary

The Clinical Tutor/Lecturer in Small Animal Medicine will be expected to act as Teaching Specialist academic. The focus will be to actively contribute to the clinical service delivery in the Small Animal Medicine service of the Faculty's teaching hospital. The position will have various administrative responsibilities to ensure the smooth operation of the service.

The appointee will teach undergraduate students, both veterinary and non-veterinary, particularly in the areas of Small Animal Medicine as is necessary for delivery of curriculum. Clinical teaching will occur during provision of a high quality Small Animal Medicine referral service in the Faculty's teaching hospital, and will include resident clinical supervision.

The position will be located at the Werribee campus of the Veterinary School, but the successful applicant will be expected to teach and to attend meetings, seminars etc. at the Parkville campus from time to time.

Level of appointment will be determined by the level of achievement of the applicant

1. Key Responsibilities

The University of Melbourne sets minimum standards 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 are the standards for both Level A and B academic staff. The Key Responsibilities, outlined below, are to be read in conjunction with the appropriate standard.

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.

They will undertake administration primarily relating to their activities at the institution. 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 as sole author or in collaboration.

Level B - Lecturer, Research Fellow Grade 2

A Level B academic will undertake independent teaching and/or research in his or her 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 staff, 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 and/or engage in professional activities appropriate to his or her profession or discipline. He or she will undertake administration primarily relating to his or her activities at the institution and may be required to perform the full academic responsibilities of, and related administration for, the coordination of an award program of the institution.

At Level B an academic will have experience in research or scholarly activities, which have resulted in articles 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

In accordance with the appropriate MSAL above;

- ▶ Delivery of courses and subject material for undergraduate and graduate veterinary and non-veterinary students.
- ▶ Assistance with the supervision of residents and mentoring them in the process of attaining specialty credentials.
- ▶ Conducting practical classes and tutorials as required.
- ▶ Preparation and delivery of lectures, seminars and computer-assisted learning modules, as required.
- ▶ Consultation with students
- ▶ Marking and assessment
- ▶ Participation in clinical service provided in the Veterinary Hospital
- ▶ Lead and contribute to the development of innovative programs and effectively and efficiently manage teaching and learning activities.
- ▶ Maintain currency with the latest ideas in the discipline to enable teaching in the discipline.

1.2 RESEARCH AND RESEARCH TRAINING

- ▶ As this is a teaching only appointment, there is no expectation of research

1.3 LEADERSHIP AND SERVICE

In accordance with the appropriate MSAL above;

- ▶ Completion of administrative tasks and serving on such committees as directed.
- ▶ Involvement in professional activity, including participation in meetings of professional societies.
- ▶ Participation in continuing education events, for example practitioners' seminars or tutorials.
- ▶ Promotion of the Veterinary Hospital both to the referring veterinarian and the wider community.

- ▶ Contribute and participate in committees, events such as Discovery Day and other activities within the Faculty and across the University, as appropriate.
- ▶ Undertake administration primarily relating to the activities of the role in line with the University of Melbourne Operating Model.
- ▶ Foster a harmonious workplace environment that is conducive to productivity, promotes creativity and rewards and recognises individuals and group achievement.

1.4 CLINICAL

In accordance with the appropriate MSAL above;

- ▶ Efficient, enthusiastic management of the small animal medicine cases within the Veterinary Hospital. This involves timely and effective internal and external communication and the instruction of residents and other staff as needed.
- ▶ Assist with development of the small animal medicine referral service in the Veterinary Hospital.
- ▶ Supervise and train staff including residents in small animal medicine and assist in training residents in other clinical disciplines.
- ▶ Promote the clinical programs to the profession, referring veterinarians, and the public.
- ▶ Liaison with other staff and specialists including but not limited to, criticalists, surgeons, anaesthetists, radiologists, pathologists, as required
- ▶ Participate in an after-hours roster to provide ongoing and emergency care to patients of the hospital and provide support to residents and clinicians.

2. Selection Criteria

2.1 ESSENTIAL

- ▶ Bachelor of Veterinary Science or equivalent veterinary degree, registrable in Victoria.
- ▶ Demonstrated capacity to teach innovative programs
- ▶ Extensive experience in small animal medicine.
- ▶ Excellent communication skills in English, written and oral, appropriate for scientific audiences as well as excellent organisational and administrative abilities and strong inter-personal skills.
- ▶ Competency in the use of computers for teaching and communication of scientific results.

In addition to the above, to be considered to the appointment of Lecturer, Level B

- ▶ Qualification of Fellowship in the Australian and New Zealand College of Veterinary Scientists (Small Animal Medicine), or Diplomat status in either the American College of Veterinary Internal Medicine or the European College of Veterinary Internal Medicine in order to permit registration in Victoria as a specialist.
- ▶ Ability to effectively supervise and mentor students, trainees, residents, technicians and post graduate students.
- ▶ Ability to effectively manage a small animal medicine referral caseload.

- ▶ Demonstrated ability to develop and deliver innovative and exciting teaching in Small Animal Medicine independently to students of all levels and backgrounds under a variety of settings.

2.2 DESIRABLE

- ▶ Developed cross-cultural sensitivity in teaching and learning.
- ▶ Registration with Veterinary Practitioners Registration Board of Victoria as a specialist in small animal medicine.

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.
- ▶ You will be required to participate in the roster for out of hours' on-call work which covers nights, weekends and public holidays. Any rostered out of hours' work will attract the appropriate on-call allowance.
- ▶ You will be required to participate in a regular flexible rotating roster including out of span hours, weekends and public holidays. This activity will attract the University applied shift allowance when applicable.
- ▶ 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 based on 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 deserve 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 ORGANISATION UNIT

[Department of Veterinary Clinical Sciences, Melbourne Veterinary School](#)

The Veterinary Hospital provides high quality veterinary services in the areas of small and large animal primary care, referral surgery and surgery, radiology, anaesthesia, and emergency and critical care, as well as providing clinical instruction to students of veterinary science.

The Veterinary Hospital deals mainly with medical and surgical problems of dogs, cats, pocket pets and horses; other areas within the Melbourne Veterinary School provide veterinary services to sheep, cattle and pig producers.

For more information see the website of the University of Melbourne Veterinary Hospital:

<http://www.vh.unimelb.edu.au>

5.2 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.

5.3 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>.

5.4 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.

5.5 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>