Animal Technical Assistant
Position Description

CLASSIFICATION:	HEO3
ACADEMIC UNIT/PORTFOLIO:	Research Enterprise
ADMINISTRATIVE UNIT:	Research and Innovation Services
LAST REVIEWED:	September 2022

BROAD PURPOSE

This position will work with Animal Technicians to ensure that all animals used in research at the University of South Australia are housed and cared for in accordance with best practice and legislative requirements. The position will provide research animal care, supporting the day to day operations of the Core Animal Facility, and ensuring users/visitors comply with Facility policies and procedures and legislative requirements.

POSITION ENVIRONMENT

The **University of South Australia (UniSA)** is Australia's University of Enterprise. We are South Australia's largest university and one of the very best young universities in the world. At UniSA, we are authentic, resilient, and influential - and we deliver results. We pride ourselves on our dynamic and agile culture, which embraces challenges and thrives on breaking new ground. Plus, we are committed to the principles of excellence and equity.

Our people are critical to our success. They are creative, enterprising and innovative thinkers, communicating with clarity, conviction and enthusiasm.

We educate global professionals ready to create and inspire change, through more than 200 world-class degrees. We deliver outcomes-focused research that is inspired by global challenges and opportunities, to deliver economic and social prosperity.

Our strategic plan, *Enterprise25,* focusses on our people, programs and precincts, and sets out our path to ensure that we continue to deliver quality teaching, research and student outcomes.

The **Unit of Research and Innovation Services** provides support for the management of research and administers internal and national competitive research grants. It is also responsible for ensuring the responsible and ethical conduct of research, for the management of centralised research facilities and for developing and implementing strategic initiatives to improve the quality of the experience and outcomes for postgraduate research students.

The Core Animal Facility is a state of the art purpose-built facility to house and care for animals used for research purposes.

REPORTING RELATIONSHIPS AND KEY STAKEHOLDERS

This position reports directly to a Supervisor in the Core Animal Facility.

This position works closely with:

- Core Animal Facility staff
- Internal and external users of the facility
- Animal Welfare Officer
- Research and Innovation Services staff
- University Divisions, Schools, Research Institutes and Research Centres
- Other animal facilities, in particular Adelaide University, Flinders University, SAHMRI and TAFE

CORE RESPONSIBILITIES

1. Under general supervision and in accordance with the *Australian code of practice for the care and use of animals for scientific purposes*, Commonwealth, State and University requirements:
   a. Undertake daily animal husbandry duties including feeding, cleaning and housing of animals. This will include infection control procedures, autoclaving and undertaking breeding of specific lines where required.
   b. Perform a range of duties including preparation for surgery, participating in animal experiments and post-mortems, providing post-operative care, gavage feeding, and venepuncture and injection procedures.
   c. Undertake quality control of the animals including health monitoring, daily observation and routine clinical examination for abnormality or disease. Ensure the appropriate Supervisor is kept informed of the health of the animals.
   d. Assist researchers in monitoring of health status and application of treatment where necessary.
2. Enter accurate and detailed records of all animal experimental procedures, animal numbers and experimental lines to ensure compliance with the UniSA Animal Ethics Committee (AEC), the Office of the Gene Technology Regulator (OGTR) and Department of Agriculture Approved Arrangement requirements. Report any non-compliances to the Training and Compliance Officer.
3. Assist the Training and Compliance Officer with training (e.g. Standard Operating Procedures, animal handling and animal husbandry) of new users (students/staff/visitors).
4. Ensure appropriate laboratory equipment is used and protective clothing is worn by students/staff/visitors when entering the animal holding areas of the Animal Facility.
5. Monitor all Animal Facility equipment to ensure it is working correctly and safety measures are in place and ensure all students/staff/visitors comply with Standard Operating Procedures (SOP's).
6. Participate in the development and implementation of continuous quality improvement initiatives in the Animal Facility.
7. Contribute to building and maintaining good working relationships with SAHMRI, TAFE, The University of Adelaide and Flinders University by attending and participating in regular network meetings, or other working group meetings as required.

The responsibilities as specified above may be altered in accordance with the changing requirements of the position.

SPECIAL REQUIREMENTS

- Out of hours work will be required.

UNIVERSITY REQUIREMENTS

Staff must follow and apply the following:

1. Core Staff Attributes

To contribute to a successful and enterprising culture at UniSA, each staff member is expected to demonstrate the following key behavioural attributes:

- **Is trusted, authentic and self-aware –** establishes credibility, is honest, reliable, accountable, and responsive
- **Takes the initiative and delivers results –** by seizing opportunities and being outcome and customer focussed
- **Provides solutions –** through logical, creative and innovative thinking and timely, transparent and consultative decision making
- **Communicates with impact –** displays clarity, diplomacy, persuasiveness and sensitivity
- **Leads and works well with others -** displays conviction and resilience, working collaboratively, motivating others and mobilising influence.

2. **Health Safety & Injury Management**
   - Follow reasonable instructions, work procedures and practices to maintain the health and safety of yourself and others.
   - Report all identified work place hazards and incidents.

3. **Performance Development and Management**
   - Participate in the University's Performance Development and Management process.

SELECTION CRITERIA

Essential

1. A qualification relevant to laboratory animal care or demonstrated experience working in an animal facility.
2. Experience with laboratory animal care (including handling, breeding, and injections) and a good understanding of ethical issues and animal welfare in a research/laboratory environment.
3. Knowledge and understanding of WHS guidelines inherent to laboratory and research activities.
4. Demonstrated understanding of quality systems and the ability to participate in continuous improvement processes.
5. Sound interpersonal skills and a demonstrated ability to successfully communicate and collaborate with a diverse range of people internal and external to the University.
6. Demonstrated organisational and time management skills together with the ability to implement multiple priorities under general direction and within set timelines.
7. Ability to work cooperatively in a team environment.

Desirable

1. Current Senior First Aid Certificate.
2. Previous experience using an electronic animal management database.
3. Diploma in Animal Technology.
4. Demonstrated experience in the safe operation of an autoclave.