

POSITION DESCRIPTION – PROFESSIONAL STAFF

ECU's purpose is to transform lives and enrich society
Values: Integrity, Respect, Rational Inquiry, Personal Excellence, Courage



Position Title:	Animal Welfare Officer	HEW Level:	HEW 9	*HR Endorsed:	HRBP LH	Date:	May 2023
Business Title:	Animal Welfare Officer	Position No:		Reporting To:	Manager: Research Governance		
School/Centre/Office:	Research Services	Business Unit:	Research Governance		*HR Delegation Approval:	Director, Research Services	
Special conditions attached to this position:							
*This position description has been reviewed and evaluated (HR Endorsed) and is an accurate description of the requirements of the position (HR Delegation Approval)							
Role Statement: As the appointee you will, under broad direction, promote the ethical, humane and responsible care and use of animals for research and teaching across the University.							
Context Research Governance is responsible for ensuring the University upholds the highest ethical standards in conducting research and teaching with integrity. The University is committed to the Australian Code for the Ethical Conduct of Research and the ethical codes to which it refers for working with animals, human research, and working with genetically modified organisms (GMOs). Research Governance is responsible for ensuring University research and teaching are conducted within the framework of these codes, the Australian code for the care and use of animals for scientific purposes, 8th Edition 2013 (The Code), Animal Welfare Act WA 2002, the Animal Welfare (Scientific Purposes) Regulations 2003, and a license issued under the Act and other relevant state and commonwealth regulation, to ensure the ethical, humane and responsible care and use of animals for scientific purposes. Research Governance also supports the University's Animal Ethics Committee (AEC).				Organisation Relationships This position reports to: Manager, Research Governance Position/s that report to: This position has no direct reports			

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ACCOUNTABILITIES	CAPABILITIES
1. Act as Animal Welfare Officer for the university and associated institutions by ensuring that activities proceed in compliance with the Code and the decisions of the Animal Ethics Committee (AEC) to ensure that all research is conducted in an appropriate manner. 2. Provide high level strategic advice to the university on animal welfare issues, including improving the delivery of animal welfare practices to ensure that ECU is continually reviewing and improving on their animal welfare practices. 3. Provide advice to the Animal Ethics Committee and the Research Ethics team to maintain compliance with the Code and the Animal Welfare Act WA (2002), and on implementing decisions of the Animal Ethics Committee to ensure that ECU continues to practice within all applicable government regulatory frameworks. 4. Establish and maintain effective liaison with the relevant local, national and international agencies in relation to animal welfare codes and legislation to maintain currency with best practice in relation to animal welfare. 5. Provide advice to applicants on compliance with the Code and the Animal Welfare Act WA (2002), and on implementing decisions of the AEC, including advice on day-to-day operations in the use of animals for research and teaching purposes 6. Coordinate the monitoring of and reporting on research and teaching involving the use of animals to ensure that all practices are in compliance with the code and the decisions of the committee. 7. As required, deliver training to staff and research students to raise awareness and expertise in the compliance and ethics issues surrounding the use of animals in research and to improve the standards of animal welfare practices across the University. 8. Employees are required to participate in all ECU, team, and individual planning activities; comply with ECU policies and practices in all aspects of their work and conduct; and ensure the safety and wellbeing of themselves and others by complying with OSH and EO requirements.	Qualifications: Qualifications and extensive relevant experience in Veterinary Science or other relevant discipline OR equivalent level of expertise gained from a combination of experience, training or professional accreditation. Experience: • Comprehensive and highly developed knowledge of legislative and regulatory governance relating to animal welfare and • Substantial specialist and technical knowledge and expertise relating to animal welfare and the experimental use of animals in research and teaching in the laboratory and field. • Experience in the development and delivery of training and information sessions. Presenting and Communicating Information: Ability to organise and present information, views and concepts in a concise, understandable and interesting format for a variety of audiences, from ECU's internal and external communities. Involves determining the most appropriate format and vehicle for delivering information to ensure the audiences understanding of the message and its intent. Problem Solving and Decision Making: Ability to investigate, identify and analyse key issues and the associated alternative, benefits and costs to develop practical solutions. Involves being creative and innovative when developing effective solutions and the ability to manage related risks. Also an understanding of when a decision needs to be escalated to others and working to try to identify and address potential problems before they arise. Persuading and Influencing: Making an impact, shaping conversations, appealing to emotions and reason, promoting ideas, negotiating, gaining agreement, and dealing with political issues. Thinks Critically: Actively analyses, balances risks and evaluates information gathered. Flexibility and Adaptability to Changing Environments: Ability to understand and interpret the internal and external forces affecting the job and ECU. Includes the identification of new developments, trends, technologies etc. and the capability to plan and respond accordingly to these factors within the context of the position and strategic direction of ECU