

Job Description: Equine Veterinary Nurse/Technician

Position Purpose: To provide nursing and technical support to veterinary clinicians in equine nursing, medical, surgical, anaesthetic, diagnostic and teaching procedures. To contribute to general veterinary nursing team duties, including assisting with routine cleaning and stocking of the clinic as well as out of hours care and treatments for equine patients and contribution to the weekend and emergency rosters as necessary.

Department: School of Veterinary Science

Location: Palmerston North

Reports to: Equine Clinic Manager

Responsible for: Nil

Delegations: Nil

Job Title: Equine Veterinary Technician

Key relationships:	Internal	External
	Equine Veterinary Clinic Staff	Clients
	Veterinary Teaching Hospital Staff	

Massey University: We are a world-leading university in many academic disciplines and fields of research. Our point of difference is research that is connected to community and industry. Our researchers are developing expertise and skills to advance human knowledge and understanding. Working together across disciplines and locations, we solve national and global problems through fundamental, applied and interdisciplinary research, while culturally and artistically enriching our world.

We are deeply committed to being a Te Tiriti-led university, demonstrating authentic leadership in contemporary Aotearoa New Zealand as we uphold Te Tiriti o Waitangi, the founding document of our nation, and its principles through our practice. We embrace this not just as an obligation but as a real opportunity for the nation and its people.

Our educators are preparing a new generation of global leaders. Our students are diverse and are attracted to Massey because they want to achieve their personal goals or make their mark in the world. They experience world-class learning that recognises their intellectual and cultural strengths, expands their horizons and prepares them to contribute to a rapidly transforming world with skills, critical and creative thinking and leadership.

We will be renowned for our passion and caring attitude. All Massey campuses will be innovation ecosystems, acting as magnets for smart

enterprises. Wherever we are, we will operate in partnerships founded on respect, trust and mutual benefit. Massey is not only defined by what we do, but by how we do it.

About this area

The School of Veterinary Science advances knowledge in animal health and welfare, biosecurity, conservation and sustainable productivity. We are a world-leader in our field, working with governments, other universities, international and national organisations and companies to improve animal health and production, and human health. We have over 1000 students, 250 staff and 170 research programmes.

Massey core capabilities

At Massey we are Tiriti-led, upholding Te Tiriti o Waitangi principles through our practice, we:

- Demonstrate awareness of Te Tiriti o Waitangi and its contribution to Aotearoa New Zealand society.
- Understand the relevance of Te Tiriti o Waitangi in relation to the work of the University and the people we serve.
- Embracing Te Reo in relevant and practical ways in our workplace interactions and engagement with external stakeholders, giving expression to Tikanga Māori and protocols that demonstrates that we respect and value Māori conventions in appropriate settings.

At Massey we work together with mutual respect and caring. we:

- Act with integrity and trustworthiness and give credit to others for the work they do.
- Work cooperatively and inter-dependently to foster and promote the One University approach.
- Share knowledge and communicate professionally with courtesy and mutual respect.
- Are ethical in all transactions, working within the parameters of our policies and procedures.
- Are direct, truthful and maintain confidentiality.
- Seek to understand and appreciate our differences.
- Keep ourselves and others safe; work together to embrace with the University's health, safety and wellbeing policies, procedures and programmes; display commitment by actively supporting all safety and wellbeing initiatives: and by actively engaging in health and safety improvement opportunities.

At Massey we are future-focused, results- oriented and strive for excellence. we:

- Take ownership and responsibility for delivering results to support achievement of University objectives.
 - Provide the best quality services to our customers (internal and external) ensuring our students/ stakeholders are at the heart of everything we do.
 - Deliver or support world-class research, teaching and learning and citizenship.
 - Take personal responsibility for our performance, take pride in doing our job well, and commit to ongoing personal and professional development.
 - Are motivated and create a positive working environment where our values are reinforced.
 - Anticipate and respond with agility and resilience to the changing needs of the University and the communities we serve.
 - Seek ways to improve our services to deliver in an efficient and effective way.
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- Embrace technology and apply this innovatively to better meet the needs of those we serve.
- Challenge ourselves to reach our potential and help bring out the best in others.
- Understand how what we do contributes to the objectives of the University.

Accountabilities

General Nursing and Discharging Patients

- Perform general nursing activities adeptly to standards expected of a trained veterinary nurse. These include but are not limited to: safe patient handling and restraining for various procedures; assisting with patient imaging (radiology, CT, ultrasound); patient monitoring; patient preparation for surgery; preparation and maintenance of diagnostic or surgical equipment and rooms; performance of routine procedures; preparation and administration of medications and collection and submission of diagnostic samples.
- Ensure that patient basic needs (e.g. food, water, and exercise) are met. Assist with feeding and mucking out as needed.
- Follow charted nursing instructions accurately and in a timely fashion.
- Contribute to the nursing care of in-patients out of hours and working of scheduled night and weekend shifts will be required.
- Anaesthetise patients for short knockdown procedures (laceration, castration, joint flush).
- Adherence to Veterinary Teaching Hospital Drug Control policies
- Comprehend veterinary discharge instructions to such a level that they can be relayed accurately to clients.
- Horse handling skills to enable safe movement/restraint of patients for procedures and to appropriate transport (truck, float)

Clinic and Client Support

- Restock Equine pharmacy, working spaces and other supplies to agreed levels
- Clean and maintain equipment promptly and efficiently according to hospital protocols
- Ensure that designated areas of responsibility within the hospital are always clean and hygienic, as befitting a veterinary hospital
- Assist with other hospital maintenance duties such as laundry and biohazard and sharp waste management.
- Proactively contribute, as part of the team, to the delivery of excellent client service.
- Considerate of client emotions in the event of patient euthanasia

Student Teaching

- Provide practical instruction and assist with teaching of Veterinary students.

Research

- Be willing to assist with research projects as and when required by academic staff to standards expected from a trained veterinary nurse or technician.
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Communication

- Provides clients, students and other staff clear written and verbal instructions/communications.
- Use, with appropriate in-house training, all the communications methods of the VTH (e.g. PMS, phone, Teams, email) and ensure hospital protocols are followed.
- Use, with appropriate in-house training the hospital's practice management computer software system and keep accurate medical records.
- Reports computer/telephony problems to the receptionist/administrator promptly.

Health and Safety

- A good understanding of overall Health and Safety legislation and regulations in relation to the operations of an Equine Clinic, as well as knowledge of Massey H&S systems and policies.
- An excellent role model to team members and students in health and safety and acts to minimise threats to the health and safety of themselves, staff, students and patients.
- All accidents, injuries and near misses for themselves or supervised students are logged in MyHR system ASAP after their occurrence.
- Any notifiable (serious accidents/injuries) involving themselves, direct reports, or supervised students are notified directly to the Equine Clinic Manager ASAP after they occur.
- Knowledgeable of the risks associated with their different work tasks and passes this knowledge onto students.

Afterhours and On-Call

- After appropriate induction, have sufficient knowledge of all hospital functions and areas to be able to provide appropriate afterhours and on-call support to duty equine clinicians.
- When on-call, to be contactable by phone and to be within 20 minutes of the Veterinary Teaching Hospital

Other Reasonable Duties

- Engage in training opportunities to ensure the highest standards are always attained.
- To adeptly perform other reasonable duties as directed by the Equine Clinic Manager.

Qualifications and Experience

Qualifications:

Diploma of Veterinary Nursing or higher (or equivalent) is essential.

Experience:

Essential

- Must be confident and adept at handling horses and be able to prove previous experience around horses.

Desirable

- Veterinary (preferably equine) practice. Acceptable experience would be completion of equine rotations during study for veterinary nursing / technology qualification.
- Previous teaching experience.

Capabilities - *Behaviour*

Customer Focus Essential

- Understands and focuses on customer needs (whether colleague, client, or student).
- Has the ability to find new and more effective ways of delivering existing services e.g. continuous improvement.
- Acts with honesty, integrity, and trust.
- Experienced and mature outlook.

Optimising Results Essential

- Manages own time effectively, responding flexibly to changing priorities and objectives.
- Recognises risk and opportunities.
- Is professional, focused on delivering services effectively.
- Works proactively to manage changing priorities.

Working with Others Essential

- Is self-aware, showing consideration for others' needs and motivations.
- Values diversity and inclusion.
- Works effectively and supportively on shared objectives with colleagues in both immediate and wider teams to get things done.

Effective Communication Essential

- Presents a professional image of themselves and Massey.
- Understands and follows verbal and written instructions.
- Conveys information clearly and concisely, adjusting style according to the purpose and audience.
- Seeks to clarify and give feedback constructively.

Learning & Development Essential

- Is motivated and willing to learn.
- Is open and flexible in their approach to new ideas, drawing on experience to improve results.
- Can demonstrate a readiness to challenge established practices in relation to new opportunities and process improvements.
- Is enthusiastic about personal development and open to change and innovation.

Capabilities - *Technical*

Physical Essential

- Sufficient physical ability to move equine equipment and undertake physical tasks such as restraining horses and cleaning out horse boxes.
- Sufficient visual and hearing acuity to be able to communicate effectively.
- Able to safely and effectively restrain equine patients.

Driving Desirable

- Full driving license.

Pre-employment checks

Essential

- Requirement to pass a Qualifications Validation Check.
 - Requirement to pass a Criminal and Traffic Convictions (Security) Check performed by the Ministry of Justice.
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