

Position Description

A LEADER IN INTERNATIONAL CANCER RESEARCH, PREVENTION, TREATMENT AND CONTROL

Peter MacCallum Cancer Centre aims to lead the way in a new era of cancer care, research, education and control. Our unique laboratory bench-to- bedside approach; highly talented and committed people; new facilities and local and international partnerships all combine in pursuit of our goal to improve and save lives.

AT THE FOREFRONT OF MAJOR TRANSFORMATION: REDEFINING CANCER

Ground-breaking scientific discoveries and life-changing treatments are creating new hope for people with cancer. Advances in molecular and genomic medicine are transforming the way we think about how cancer develops and how we detect and treat cancer. At Peter MacCallum Cancer Centre, our normal days are extraordinary. We relentlessly pursue research discoveries and innovative clinical practices that are game-changers in cancer treatment.

VISION AND VALUES

Peter MacCallum Cancer Centre strives to be *the best in cancer care, accelerating discovery, translating to cures*. How we go about our work is as important as what we achieve. Everything we do is underpinned by our core values, **Excellence, Compassion and Innovation**.

EXCELLENCE We ensure clinical practice is evidence-based, patient-centred, and provided by qualified and experienced staff.

COMPASSION We adhere to the strongest ethical standards to ensure a culture of openness, mutual respect and trust.

INNOVATION We strive to ensure that innovation is fostered by supporting research and a learning culture.

1. POSITION DETAILS

Title	Institute Veterinarian	Division	Research
Department	Laboratory Research	Location	Melbourne
Enterprise Agreement (or its successor)	Allied Health Professionals		
Classification	TBD		
Immunisation Risk Category	Category C: Position within a non-clinical setting.		

Position Summary	The institute veterinarian will work with and support researchers, animal facility managers, animal technicians and the Animal Experimentation Ethics Committee to ensure the excellent animal care standards at the Peter MacCallum Cancer Centre are promoted and maintained. The position will provide specialist advice and expertise to the Laboratory Research Executive on veterinary matters as they relate to the legislative and statutory requirements for animal welfare within the laboratory animal field.	
Position Reports to	Direct	Animal Facility Manager
	Indirect	Head, Animal Care & Use Program
Number of Reports	Direct	Nil
	Indirect	Nil
Decision Making Authority		
Key Relationships	Internal	- Animal Facility staff - Research staff and students

		• Laboratory Managers • Occupational Health & Safety Manager
	External	• Other institutional veterinarians and Animal Welfare Officers • Peter Mac AEEC Members

2. SELECTION CRITERIA

Essential Requirements	• A degree in Veterinary Medicine registerable in Victoria • Demonstrated experience in delivering high quality animal services including the ability to conduct surgical procedures and post-mortems as required, and maintain accurate and detailed records. • Knowledge of relevant legislation, policies and industry standards required for animal care and use in an animal research facility. • Well-developed interpersonal and communication skills, both written and oral, including the ability to consult, negotiate and liaise effectively with a diverse range of people. • Ability to build and maintain effective working relationships and act with diplomacy and discretion when dealing with sensitive and confidential issues. • Highly developed problem solving skills that can be applied to complex issues and processes with the ability to use initiative, apply sound judgement and discretion, and attention to detail.
Desirable Requirements	• An interest or background in laboratory animal medicine, particularly in relation to rodents and zebrafish • A postgraduate research degree

3. KEY ACCOUNTABILITIES

Key Accountabilities	Demonstrated by / Key Performance Indicators
1. Veterinary Services	• Provide veterinary oversight of procedures or practices to ensure that the care and use of animals for scientific purposes within the institution complies with the Australian code of practice for the care and use of animals for scientific purposes • Provide policy advice and draft recommendations regarding training, standard operating procedures, management of animal facilities • Ensure that adequate veterinary cover and services are available at all times (this will include requirements for on-call availability) • Advise on the provision of appropriate facilities, environmental conditions and trained staff for the care of animals in the facility • Perform visits to all areas of the facility on a regular basis, in addition to any emergency visits required • Liaise with the researchers to manage adverse events and provide advice on appropriate actions, reporting mechanisms, and investigation where necessary, including meetings, future planning and monitoring • Where necessary, provide first response or recommend appropriate immediate action to adverse events where veterinary intervention is required or researchers are unable to respond • Perform post mortems on animals affected by unexpected or adverse events, and engage services of pathology providers or other experts for further investigation as required
2. Animal Care	• Advise on development and refinement of procedures including guidance on appropriate anaesthesia, analgesia, perioperative and postsurgical monitoring • Advise on recognition of pain and distress and work with researchers to develop welfare monitoring plans with intervention points and humane endpoints appropriate to individual experiments as required

	• Be familiar with the animals, the researchers and their areas of scientific interest as well as procedures carried out on animals • Provide clinical support and medical treatment to animals where necessary • Provide advice to research and animal facility staff and students on the appropriate use and dosage of all Scheduled drugs for animal use
3. Health monitoring	• Advise on suitable preventative medicine and health screening programs so that the health status of the animals is maintained • Provide diagnosis and treatment of disease and advise on the control of any disease outbreaks • Arrange for the provision of appropriate veterinary diagnostic laboratory service, advise on interpretation of results and conduct or arrange post mortem examinations for diagnostic purposes as appropriate • Have input into quarantine procedures
4. Animal Experimentation Ethics Committee (AEEC)	• Participate in the Institute's Animal Experimentation Ethics Committee • Actively contribute in the drafting of AEEC applications such that advice is given on appropriate humane endpoints, and areas where refinement may be possible • Advise on the recognition of pain, suffering, distress and lasting harm in the animals and suggest appropriate management strategies • Monitor and review the institutes procedures (including quality control) and, where necessary, provide advice to the AEEC on any changes or revisions to improve the care and welfare of animals • Write and maintain Standard Operating Procedures on animal facility and animal research procedures, and develop new procedures and approaches as needed
5. In-house training	• Ensure the effective and efficient operation of the animal facilities by working with the animal facility's training team to develop and deliver training programs for animal handling and animal welfare monitoring • Develop in-house training programs in the basics of anaesthetic protocols, surgery, aseptic technique and peri- and post-operative monitoring
6. Facilities management	• Assist the Animal Facility Manager in the development and implementation of robust biosecurity policies and procedures • Provide guidance on the maintenance of the procedure areas including assistance with selection of equipment and provision of appropriate areas for procedures to be performed • Work with animal facility staff to ensure the facilities meet the requirements of the researchers and the work they wish to perform • Ensure the equipment and facilities are maintained at an appropriate level of working order
7. Maintenance of appropriate regulations	• Develop and deliver regulatory compliance education programs and materials • Be available for regulatory and legal requirement audits • Write and present reports and documents as requested for management, relevant regulatory bodies • Ensure databases and other records within the facility are maintained so that animal usage records are available at all times to relevant researchers, the Animal Ethics Committee and regulatory authorities • Ensure that appropriate records are maintained • Certify, as necessary, fitness of animals to be exported from the facility
8. Training and continuing professional development	• Maintain a knowledge base that is up to date and relevant for the particular species held and the type of scientific work conducted at the establishment • Actively seek and partake in any training that adds to knowledge base and job competency

9. Communication	• Promote effective communication on issues related to animal health, welfare and animal services between researchers, management and other staff in the facilities • Participate in team meetings
-------------------------	---

4. ACCEPTANCE AND AGREEMENT

All Peter MacCallum team members must:

- Demonstrate and role model Peter Mac values.
- Comply with all Peter Mac Policies and Procedures.
- Comply with the Requirements of the National Safety & Quality Health Service Standards.
- Work in accordance with the Data Accountability Framework to maintain data integrity.
- Complete and maintain all mandatory training relevant to area of practice.
- Participate in Peter MacCallum Cancer Centre's performance development process as required.
- Contribute to a safe and healthy working environment.
- Report unsafe work practices in the incident reporting system.
- Promote a no blame culture of safety and wellbeing.
- Maintain working knowledge of emergency procedures and location of emergency equipment.
- Take all reasonable steps to prevent bullying, discrimination and harassment in the workplace.
- Observe child safe principles and expectations for appropriate behaviour toward and in the company of children.
- Be able to travel between campuses as necessary for their role.

Peter Mac strongly supports patients in expressing their wishes and values. Clinical staff are encouraged to engage in Advance Care Planning (ACP) discussions with patients.

Peter Mac has a zero tolerance of child abuse, and all allegations and safety concerns will be treated very seriously. For more information refer to Peter Mac's Child Safe Policy.

Peter MacCallum Cancer Centre is an equal opportunity employer and is committed to providing for its employees a work environment which is free from harassment or discrimination.

Peter MacCallum Cancer Centre is a smoke-free environment.

ACCEPTANCE

I have read, understood and agree that this position description represents the duties, responsibilities and accountabilities expected of me in my employment in this position. I understand Peter MacCallum Cancer Centre reserves the right to modify position descriptions as required, and I will be consulted when this occurs.

Your acceptance is recorded via e-Recruit.

Privacy Statement: Information may be collected and stored for the purpose of recruitment and selection. The information will only be used and disclosed for the primary purpose of its collection. Some exceptions exist. These may be obtained from the People and Culture department.