

## Position Description – Senior Animal Technical Officer

Updated 27 October 2023

POSITION DETAILS	
College/Portfolio	College of Medicine and Public Health
Organisational Unit	Technical Services
Supervisor (Title)	Manager, Animal Facility
Classification	Higher Education Officer 6
Employment Type	Fixed-term, Full Time

POSITION SUMMARY
<p>Under general to broad direction, the Senior Animal Technical Officer will promote, develop, implement, coordinate, and undertake complex work within the Animal Facility. This includes innovative training, breeding programs, animal care and maintenance, technical procedures, animal ethics, hazard management and Legislative compliance.</p> <p>The Senior Animal Technical Officer will proactively work with the Animal Facility Manager and collaborate with colleagues and stakeholders to positively build and maintain professional workplace relationships.</p> <p>The Senior Animal Technical Officer will provide an ethical, professional, efficient service to researchers with the ability to adopt a solutions-based approach to business improvement. They must be an inspirational and effective team leader where they model and encourage positive workplace behaviour.</p> <p>The Senior Animal Technical Officer may be responsible for supervising staff members and will be required to work out of hours.</p>

UNIVERSITY EXPECTATIONS AND VALUES
<p>All staff at Flinders are responsible for understanding their obligations and responsibilities as set out in the University's code of conduct and are expected to:</p> <ul style="list-style-type: none"> <li>• demonstrate commitment to the University's values of Integrity, Courage, Innovation, Excellence, and the underlying ethos of being Student Centred;</li> <li>• contribute to the efficient and effective functioning of the team or work unit to meet the University's objectives. This includes demonstrating appropriate and professional workplace behaviours, providing assistance to team members, if required, and undertaking other key responsibilities or activities as directed by one's supervisor;</li> <li>• promote and support an inclusive workplace culture which values diversity and embraces the principles of equal opportunity;</li> <li>• perform their responsibilities in a manner which reflects and responds to continuous improvement; and</li> <li>• familiarise themselves and comply with the University's <i>Work Health and Safety, Injury Management and Equal Opportunity</i> policies.</li> </ul> <p><i>A National Police Certificate which is satisfactory to the University will be required by Flinders University before the successful applicant can commence in this position.</i></p>

*An up to date COVID-19 vaccination may be required as a condition of employment, in accordance with the Flinders University COVID-19 Vaccination Policy (2022). If required, any offer of employment will be subject to the successful candidate presenting their COVID-19 Digital Certificate as evidence of vaccination or showing evidence of a valid medical exemption, where relevant.*

#### **KEY POSITION RESPONSIBILITIES**

The Senior Animal Technical Officer is responsible for:

1. Providing Team Leader support and mentoring to the Animal Facility team, including professional development, team building, knowledge transfer, and promoting a culture of customer service and continuous improvement.
2. Breeding and maintaining colonies of inbred, out bred and genetically modified animals including maintaining the health status and integrity by monitoring their health and wellbeing through a Quality Control programme.
3. Identifying, developing, and implementing innovative and effective training of Animal Facility staff and researchers.
4. Maintaining accurate up to date records for all aspects of the role including monitoring, analyse data, identify, and make recommendations to ensure the availability of animals is appropriately maintained as required by researchers and contributing to a range of high-quality reports including statistical reports. .
5. Assisting research programmes by carrying out complex technical animal procedures including anaesthesia, blood collection, gavage, surgical assistance, minor operating procedures, and a variety of injection techniques.
6. Coordinating Work Health and Safety (WHS) within the Animal Facility including Inductions, equipment, chemicals, restricted drugs, and hazard management.
7. Working in close collaboration with the Manager Animal Facility, Gene Technology and the Department of Agriculture, Fishery and Forestry (DAFF) Regulation requirements within the facility.
8. Acting as Animal Facility Manager whilst they are on leave and act as their proxy at the Animal Ethics and Institutional Biosafety Committees
9. Ensuring an equipment Lifecycle Management System is in place with instrumentation maintained, compliant and functional.
10. Advising and supporting the Animal Facility Manager in the identification and management of continuous improvements and Animal Facility best practice processes.
11. Any other responsibilities in line with the level of the position as assigned by the Supervisor and / or the University.

#### **KEY POSITION CAPABILITIES**

- Completion of a degree with subsequent relevant experience; or; extensive experience and/or specialist expertise or broad knowledge in the animal technical field; or; an equivalent combination of experience and/or education and/or training.
- Demonstrated effective mentoring, team leadership and supervisory experience including the ability to work both as a professional collaborative member of a team as well as independently.
- Demonstrated ability to develop, implement and undertake efficient, innovative animal facility related training with a continuous improvement strategy.
- Demonstrated ability to maintain a barrier-controlled facility and to maintain inbred, out bred and genetically modified animal breeding programmes.

- Sound knowledge and demonstrated extensive experience with laboratory animal husbandry systems and techniques including the ability to recognise ill health in animal colonies and knowledge of disease problems characteristic of different species.
- Demonstrated experience and competency in a wide range of techniques including post operative, euthanasia, preparation and administering drugs, blood collection and a variety of injection techniques across a varying range of research animals.
- Demonstrated well developed organisational and time management skills including the ability to set priorities, manage time and plan work to meet deadlines.
- Well-developed written and interpersonal skills, including experience in building relationships and networks with a broad range of internal and external stakeholders.
- Demonstrated ability to maintain accurate, up to date records using Information Technology platforms.
- Extensive knowledge of Work Health and Safety Legislation, Australian Code of Practices for the Care and Use of Animals for Scientific Purposes, Gene Technology Act and DAFF requirements
- Class C driver's license. (Desirable)
- No allergies that would preclude the incumbent from performing animal facility duties satisfactorily. (Desirable)

FLINDERS