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| Position Title: | Animal Welfare Officer / Veterinarian |
| Reports To: | Team Leader Project Management Office |
| Direct Reports: | Nil |
| Group: | Investments |
| Key Relationships: | Chair, Coordinator and members of the AgResearch Animal Ethics Committee AgResearch Farms, Veterinarian Animal Welfare Officers based in the North Island, Scientist staff involved in projects that involve animal research, teaching or testing. |
| Location: | South Island (preferably Christchurch or Dunedin) |

WHO WE ARE

We are passionate innovators, dedicated to making a difference in the future of Aotearoa by delivering world-leading research through complex problem solving across diverse agricultural areas. We are respected by the scientific community for thought leadership, developing strong relationships with Māori partners, trusted by industry partners for the value we add to the sector, and highly regarded by farmers and governmental stakeholders for all we do to keep New Zealand at the forefront of global agricultural excellence.

We go beyond innovation to maintain AgResearch's role as a leading collaborator and contributor to New Zealand's worldwide agricultural reputation.

Our Vision is to drive economic prosperity by transforming agriculture while incorporating the fundamental concepts of sustainability, environmental responsibility, and Mātauranga Māori.

POSITION SCOPE & PURPOSE

The primary function of this role is to provide veterinary consulting support to the AgResearch Animal Ethics Committee, and to AgResearch staff conducting animal research at our campuses. You will also act as Animal Welfare Officer, to ensure animal welfare and compliance is maintained at the AgResearch campuses and Research Farms and facilities.



KEY ACCOUNTABILITY AREAS

ANIMAL ETHICS COMMITTEE

- Review submissions to the AgResearch Animal Ethics Committee (AAEC)
- Attend meetings of the AAEC as required
- Advise the AAEC on animal health and welfare matters in relations to animal research
- Provide written and oral reports to the AAEC as required
- Carry out monitoring of research projects as requested by the AAEC

ANIMAL WELFARE

- Liaise with applicants on preparation of animal ethics applications as required, for animal welfare, housing and feeding and manipulations
- Liaise with Infrastructure and Farms on animal health and welfare matters
- Attend science planning meetings and provide veterinary expertise/training as required
- Conduct routine inspection and monitoring of animals under experimental use and provide brief written reports via the animal ethics database

TRAINING

- Organise training programmes for sampling techniques, animal manipulations and maintenance of animal welfare as required, including updating and creation of Standard Operating Procedures.

ANIMAL FACILITIES

- Carry out inspections of animal facilities and assessments of employees to ensure facilities are fit for purpose and employees are adequately trained and knowledgeable for the tasks required

DRUG PURCHASE, STORAGE, AND APPROVAL

- Follow company procedures related to handling, storage, and use of drugs for veterinary use
- Carry out inspections of drug storage facilities and systems to ensure compliance with the relevant acts and regulations, monitor compliance with drug approvals
- Receive and scrutinise drug approvals prior to committee review of animal ethics proposals.

OTHER

- Veterinary advice and input into the periodic updating of the relevant AgResearch Policies
- Veterinary advice and input for the Health and Safety Committee as it relates to the safe handling of drugs
- Veterinary advice and input into Health and Safety and Farms as it relates to zoonoses and minimising risks to AgResearch staff
- Other tasks from time to time as may be identified and mutually agreed



Our Future



Bright Minds

Leading the Way

Significance

Balance

- Undertake special projects for your manager as and when required

HEALTH AND SAFETY

- Maintain current knowledge and comply with all AgResearch's health, safety and wellbeing (Te Whare Tapa Whā), policies, frameworks, systems, and procedures.
- Identify and report incidents, hazards, near misses and safety observations via AgResearch's health and safety reporting system.
- Demonstrate safe and healthy workplace behaviour by taking all practicable steps to ensure your own and other's safety and wellbeing in the workplace.

ORGANISATIONAL OBJECTIVES

- Applies and implements prescribed project management methodology into all project work.
- Applies principles of continuous improvement by taking ownership for identification, analysis and investigation of work-related matters with the intent to improve, manage compliance and initiate best practice in our place of work.
- Actively participates in developing capability to strive towards our responsibilities as a tiriti partner. This includes, Te Tiriti o Waitangi training, te reo Māori me ōna tikanga, cultural bias training and actively supporting Māori employees in order to mitigate inequities.
- Ensures that all information created or received during the course of your work is managed as per [AgResearch Information Management policy](#). This includes naming, storing, classifying and ensuring it is available to other staff as per the policy.
- Actively participates in AgResearch performance process including setting objectives and having a robust development plan. Proactively and constructively contributes to performance conversations and personal development.
- Takes responsibility to understand and apply AgResearch policy, processes, systems, and procedures on a daily basis.
- Commits to accurate and timely information sharing and recordkeeping as per set organisational standards.
- Performs additional tasks, duties and/or responsibilities as directed by your people leader.
- The accountabilities set out above are not exhaustive. Therefore, it may be necessary for you to undertake other reasonable accountabilities as required, which are within your abilities.



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PERSON SPECIFICATIONS

The person best suited to this position will possess the following:

EDUCATION & QUALIFICATIONS

- Bachelor of Veterinary Science (BVSc) or equivalent international qualification.
- At least five years in a veterinarian or relevant position.
- Must be registered with the Veterinary Council of New Zealand and hold a current Veterinary Practising Certificate.

CAPABILITIES & EXPERIENCE

- Strong knowledge of relevant legislation e.g. the Animal Welfare Act, the Agricultural Compounds and Veterinary Medicines Act and the Animal Products Act.
- Excellent communication, influencing, negotiating and engagement skills.
- Sound judgement and decision-making skills, with a 'hands on' problem solving approach.
- Ability to work collaboratively with team members and colleagues.



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COMPETENCIES

| Organisational wide competencies – these are the competencies determined by the organisation as critical to every role. | |
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| Accountability | Accepts responsibility for one’s actions regardless of outcomes. |
| Caring About People | Displays sensitivity towards the attitudes, feelings, or circumstances of others. |
| Developing People | Provides support, coaching, training, and career direction to others. |
| Integrity | Acts honestly in accordance with moral or ethical principles |
| Driving Results | Accomplishes goals, completes tasks, and achieves results. |
| Leveraging Diversity | Respects and values individual differences to obtain a desired effect or result. |
| Relationship Building | Develops collaborative relationships to facilitate current and future objectives. |
| Self-Development | Actively acquires new knowledge and skills to remain current with and/or grow beyond job requirements. |
| Role based competencies – these are the competencies required to perform this role. | |
| Anticipating Problems | Forecasts and detects errors, gaps, and potential flaws. |
| Detail Focus | Performs work with care, accuracy, and attention to detail. |
| Leveraging Work Skills | Applies technology and job-relevant abilities to complete work tasks. |
| Listening to Others | Listens and restates the ideas and opinions of others to improve mutual understanding. |
| Processing Information | Gathers, organises, and analyses diverse sources of information. |
| Quality Focus | Strives to meet quality standards and produce quality work products. |
| Safety Focus | Attends to precautions and proper procedures to guard against work-related accidents and injuries. |
| Solving Problems | Identifies solutions given available information. |
| Teamwork | Collaborates with others to achieve goals. |
| Time Management | Plans and prioritises work to maximise efficiency and minimise downtime. |



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