# **Position Details**

## Research Projects- CSOF5

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| The following information is for applicants | |
| Advertised Job Title | Animal Welfare Officer |
| Job Reference | 100313 |
| Tenure & work schedule | Indefinite, full time |
| Salary Range | AU$114K to AU$123K per annum plus up to 15.4% superannuation |
| Location(s) | Australian Centre for Disease Preparedness (ACDP), Geelong, Victoria |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | * Internal CSIRO employees * Australian/New Zealand Citizens and Australian Permanent Residents |
| Position reports to the | Animal Welfare and Compliance Manager |
| Client Focus – Internal | 90% |
| Client Focus – External | 10% |
| Number of Direct Reports | 0 |
| Enquire about this job | Andrea Weir via email at [Andrea.Weir@csiro.au](mailto:Andrea.Weir@csiro.au) |
| How to apply | Apply online at <https://jobs.csiro.au/>  Internal applicants please apply via Jobs Central  We encourage you to reach out if you require any support or experience difficulties when applying - please email [careers.online@csiro.au](mailto:careers.online@csiro.au) |

**Acknowledgement of Country**

CSIRO acknowledges the Traditional Owners of the land, sea and waters, of the areas that we live and work on across Australia. We acknowledge their continuing connection to their culture and pay our respects to their Elders past and present. View our [vision towards reconciliation](https://www.csiro.au/en/about/Indigenous-engagement/Reconciliation-Action-Plan).

**About CSIRO**

As Australia's national science agency, CSIRO is solving the greatest challenges through innovative science and technology. Many of our iconic innovations were once considered impossible until someone, just like you, joined us and took on the challenge.

As one of the world’s largest multidisciplinary mission-driven research organisations, we are focused on the issues that matter the most: for our quality of life, for the economy and for our environment. We believe diverse teams are more effective and deliver more innovative outcomes. When we all focus on the big things that really matter, and work in partnership with our communities and [Indigenous Australia](https://www.csiro.au/research/indigenous-science), Australian science and technology can solve seemingly impossible problems and create new value for all Australians. Visit [CSIRO.au](file:///C:/Users/lui008/OneDrive%20-%20CSIRO/Desktop/LIFE/LEADERSHIP/Inclusive%20Recruitment/PD%20and%20Job%20Ads/CSIRO.au) for more information.

**Role Overview**

### The Australian Centre for Disease Preparedness (ACDP) provides the diagnostic and research capability required to investigate and respond to emerging diseases affecting livestock, wildlife and human health, and contributes to CSIRO’s nationally significant scientific innovation.

### The Animal Welfare Officer works within the Animal Welfare team as part of the ACDP Operations Group to provide advice in relation to the wellbeing, care and use of animals at ACDP, and supports the facility’s compliance with relevant animal welfare legislation and pursuit of continuous improvement principles to drive best practice animal welfare outcomes. Through close collaboration with both scientific and animal husbandry teams, the Animal Welfare Officer supports the development, design, implementation, and refinement of research across multiple animal care settings and facilities. Through close liaison with the Animal Ethics Committee and enterprise Animal Ethics teams, the Animal Welfare officer provides leadership in maintaining high standards of animal welfare across ACDP and contributes directly to the implementation and management of site-based animal welfare compliance frameworks.

**Duties and Key Result Areas**

* Provide advice and support in the development, design and implementation of research projects to ensure alignment with the Code, Victorian legislation, CSIRO and ACDP animal welfare policies, and Animal Ethics Committee project-specific requirements.
* Promote best practice in the care and use of animals in research and provide animal welfare guidance on experimental proposals and animal care.
* Contribute to the identification and resolution of animal welfare issues, including the collaborative resolution of issues to drive continuous improvement practices.
* Contribute to the review of research applications, policies, procedures, reports and technical documents to align with relevant animal welfare legislation, CSIRO and ACDP policies.
* Coordinate and conduct regular compliance monitoring, including internal audits and support of external audits.
* Promote the implementation of the 3Rs to drive continuous welfare improvements and support robust and ethical scientific outcomes.
* Work effectively and collaboratively with the CSIRO Animal Ethics Team and Animal Ethics Committee to promote best practice in animal welfare and ethical research practices.
* Build and develop strong, positive relationships with stakeholders, including ACDP staff, enterprise CSIRO animal ethics teams and the Animal Ethics Committee.
* Communicate openly, effectively and respectfully with all staff, clients and suppliers in the interests of good business practice, collaboration and enhancement of CSIRO’s reputation.
* Work collaboratively as part of a multi‐disciplinary team to carry out tasks in support of CSIRO’s scientific objectives.
* Adhere to the spirit and practice of CSIRO’s Code of Conduct, Values, Health, Safety and Environment procedures and policy, Diversity initiatives and Zero Harm goals.
* Other duties as directed.

## **Selection Criteria**

#### **Essential:**

*Under CSIRO policy only those who meet all essential criteria can be appointed.*

1. Relevant tertiary qualifications, such as a veterinary or biological sciences degree, or substantial relevant industry experience.
2. Demonstrated experience working within a scientific, academic, or research environment.
3. Demonstrated in depth understanding of contemporary animal welfare, including the 3Rs principles, state and national requirements.
4. Proven ability to effectively interpret and develop policies, procedures and guidelines to provide advice and support on animal welfare issues.
5. Demonstrated ability to professionally handle sensitive and confidential information and use appropriate judgement and discretion.
6. Proven ability to work effectively in a team environment, collaborate with both internal and external stakeholders, and establish effective interpersonal relationships.
7. Demonstrated ability to apply critical thinking to resolve novel challenges and manage conflicting priorities.

**Desirable:**

1. A veterinary degree registrable with the Veterinary Practitioners Registration Board of Victoria and/or post-graduate qualifications in animal welfare or behaviour, laboratory animal medicine or avian medicine
2. Clinical experience working with aquatics, laboratory animal species, livestock, poultry or wildlife highly regarded.
3. Experience in the delivery of projects and project management.
4. Demonstrated experience working with Animal Ethics Committees and/or experience implementing and managing compliance frameworks.

**Not sure if you meet all the criteria?**

While it is CSIRO policy that the successful candidate must meet all the essential criteria, there are many ways to demonstrate this. Don’t let the list discourage you. If you are unsure about applying, please reach out to the contact on page 1 of this document so we can discuss the role further.

## **Required Competencies**

* **Teamwork and Collaboration:** Cooperates with others to achieve organisational objectives and may share team resources in order to do this. Collaborates with other team as well as industry colleagues.
* **Influence and Communication:** Uses knowledge of other party's priorities and adapts presentations or discussions to appeal to the interests and level of the audience. Anticipates and prepares for others’ reactions.
* **Resource Management/Leadership:** Sets up and maintains effective and efficient work teams and manages performance and resources, to achieve objectives. Chooses appropriate management strategies and communication styles to maintain high levels of motivation and productivity. Gives feedback for development purposes and provides support and direction for improvement.
* **Judgement and Problem Solving:** Investigates underlying issues of complex and ill-defined problems and develops appropriate response by adapting/creating and testing alternative solutions.
* **Independence:** Plans, sets and works to meet challenging standards and goals for self and/or others. Recognises where endeavours will make the most impact or difference, decides on desired outcome and sets realistic goals to reach this target.
* **Adaptability:**Copes with ambiguity or situations that lack clarity. Adapts readily to changing circumstances and new responsibilities (which may include activities outside own preferences) in the interests of achieving team objectives. Recognises the need for and undertakes personal development as a result of changes.

**Setting You Up For Success**

We understand that not everyone works in the same way and sometimes people may require reasonable support and adjustments to perform at their best. Whether related to the recruitment process and or the role itself, this may include options such as providing different methods of communication, flexible hours or physical adjustments to work methods. If you feel comfortable, we encourage you to share any support and adjustments you may need to carry out the inherent requirements of the role. Please let us know via email to the Talent Acquisition Partner, if we can help you to equitably participate in our recruitment process or the role itself.

**Life at CSIRO and Flexible Working Arrangements**

We [work flexibly at CSIRO](https://www.csiro.au/en/careers/life-at-csiro/Flexible-work), offering a range of options for how, when and where you work.  We can discuss flexible work arrangements with you during the recruitment process. CSIRO also offers a range of leave entitlements, [benefits](https://www.csiro.au/en/careers/life-at-csiro/Benefits) and [career development](https://www.csiro.au/en/careers/life-at-csiro/Career-development) opportunities. To learn more, visit [Careers at CSIRO](https://www.csiro.au/en/careers).

We celebrate the uniqueness of our workforce and are committed to creating [diverse and inclusive teams](https://www.csiro.au/en/careers/life-at-csiro/Diversity-inclusion-belonging) where everyone feels they belong. CSIRO is an equal employment opportunity organisation dedicated to recruiting people based on merit and reflecting the diversity of the community we serve. We recognise true diversity encompasses all ages, nationalities, abilities, cultures, genders, sexualities, faiths, levels of education, diversity of thought and many more aspects of identity. By empowering diverse teams, our community is reflected in the solutions we create.

**CSIRO Values**

CSIRO is a values-based organisation committed to values-based leadership.

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| **Value** | **Descriptor** | **Behaviour** |
| **People First** | Our priority is the safety and wellbeing of our people. We believe in, and respect, the power of diverse perspectives. We seek out and learn from our differences. | * Respectful * Caring * Inclusive |
| **Further Together** | We achieve more together than we ever could alone. We listen and collaborate, in teams, across disciplines, across boundaries. We embrace ambiguity and use discussion and persistence to generate unique solutions to complex problems. | * Accountable * Authentic * Courageous |
| **Making it Real** | We do science with real impact. We thrive when taking on the big challenges facing the world. We take educated risks and defy convention. We celebrate successes and failures and leverage them to learn as we strive to be the force for positive change. | * Partnering * Cooperative * Humble |
| **Trusted** | We’re driven by purpose but remain objective. We fight misinformation with facts. We earn trust everywhere through everything we do. We trust each other and we hold each other accountable. Together our actions drive Australia’s trust in CSIRO. | * Curious * Adaptive * Entrepreneurial |

**Child Safety**

CSIRO is committed to the safety and wellbeing of all children and young people involved in our activities and programs. View our [Child Safe Policy](https://www.csiro.au/en/about/policies/child-safe-policy).

Special Requirements

Appointment to this role is subject to provision of a pre-employment background check and may be subject to other security/medical/character clearance requirements.

**Security Assessment and Microbiological Security Requirements for Personnel Working on the Australian Centre for Disease Preparedness (ACDP) Site:**

1. Certain positions including those working in the ACDP microbiological secure area will require security clearance at a level appropriate to duties of the position. Confirmation of the appointment is subject to obtaining that clearance.

2. It is essential that all work on exotic or emerging diseases carried out at ACDP is conducted in a safe manner to prevent the escape of the disease agents used, and to this end, all activities and personnel will be subject to appropriate microbiological security measures. Consequently, while working at ACDP, you may not reside on a property on which are kept any of the following animals: sheep, cattle, pigs, goats, horses, asses, mules and camelids, any other cloven-hoofed animal, fowls, turkeys, geese, domestic ducks, caged birds, emus or ostriches. Personnel working with diseases of aquatic animals may not keep aquarium fish at their place of residence and at times specific species may be excluded depending on the nature of the work conducted.

3. In addition, for a period of seven days after working in the microbiologically secure area of ACDP, personnel may not have close contact with any of the above animals, amphibians or birds or the actual places where these animals are held, or visit any aquatic animal farm or aquatic animal hatchery.

4. Working in the barrier maintained Small Animal Facility or the Werribee Animal Health Farm requires avoidance of additional animals such as mice, rats, guinea pigs, rabbits, ferrets and poultry of a minimum of 3 days prior to arrival.

5. Certain positions will require medical assessment and vaccinations against various agents such as influenza, rabies, hepatitis B, Japanese encephalitis or other agents as specified if required for the role performed.

6. Positions working at PC4 will also require a pre-employment psychological assessment.

7. Given ACDP’s role in the International Regional Program, there may be a requirement for some personnel to travel internationally and if required for this work, suitable staff should be able to obtain a valid passport and obtain applicable vaccinations.

8. Should an emergency response situation arise, ACDP may be required to implement the Emergency Animal Disease Response Plan and personnel may need to contribute to response requirements, including after-hours work.

9. Personnel must abide by Occupational Health, Safety and Environment regulations. Safety signs and directives issued by CSIRO personnel must be complied with at all times.

10. Access restrictions apply to the Werribee Animal Health Facility (WAHF) site that is associated with, but remote from, the ACDP site.

**The successful candidate will be required to:**

1. Obtain and provide evidence of a National Police Clearance or equivalent. Please note that individuals with criminal records are not automatically deemed ineligible. Each application will be considered on its merits.

2. Undertake a National Health Security Check (to be arranged post-commencement).

3. Obtain and maintain a security clearance at the Negative Vetting Level 1 (to be arranged post-commencement).