# Position Details

## Technical Services- CSOF6

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| The following information is for applicants | |
| Advertised Job Title | Small Animal Facility, Team Leader |
| Job Reference | 100321 |
| Tenure | Specified term for 3 years  Full-time (5 days per week with some weekend overtime). |
| Salary Range | AUD 131k – AUD153k per annum (pro-rata for part-time), plus 15.4% superannuation |
| Location(s) and Office Arrangements | Geelong, Australian Centre for Disease Preparedness (ACDP), VIC |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | Australian/New Zealand Citizens and Australian Permanent Residents only |
| Position reports to the | Animal Studies Group Leader |
| Client Focus – Internal | 90% |
| Client Focus – External | 10% |
| Number of Direct Reports | 5 |
| Enquire about this job | Contact Sarah Riddell via email at [sarah.riddell@@csiro.au](mailto:sarah.riddell@@csiro.au) |
| Support and Workplace Adjustments | We offer a range of reasonable supports and workplace adjustments. Please let us know via email at [shree.chattopadhyay@csiro.au](mailto:shree.chattopadhyay@csiro.au) to the Talent Acquisition Partner if we can help you to equitably participate in our recruitment process or the role itself. |
| How to apply | Apply online at <https://jobs.csiro.au/>  Internal applicants, please apply via **Jobs Central**  If you experience difficulties when applying, please email [careers.online@csiro.au](mailto:careers.online@csiro.au) or call 1300 984 220. |

**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 role of Technical Services staff in CSIRO is to provide support for scientific research in a diverse range of laboratory and field situations across a range of different research projects. This support consists of the application of accepted technical practices and the development of new practices. The work is usually carried out as a member of a centralised service.

The Australian Centre for Disease Preparedness (ACDP formally known as AAHL) provides diagnostic and research capability required to investigate and respond to newly emerging disease affecting livestock and other animals.

ACDP seeks to appoint an experienced animal facility leader to deliver leadership in the provision of small animal services to CSIRO science and research teams.

In this critical role you will lead a small team within the Small Animal Facility (SAF). The SAF is one of the three Animal Facility Teams which operate 365 days of the year, with the SAF located at the Geelong laboratory.

The Small Animal Facility provides critical expertise to support ACDP’s world-leading capability in disease pathogenesis, most notably in the area of emergency animal diseases (including serious zoonoses), animal infection models and the development and testing of vaccines and therapeutics to prevent and/or mitigate the impact of infectious diseases.

The SAF team is comprised of skilled technical staff that contribute to various animal research projects and provide support to diagnostic services. The demands of the work require professional and team-oriented staff to ensure the best possible outcomes for research and animal welfare.

As the Team Leader, you will be required to work as part of an on-call roster to provide high-level advice and animal care as required.

The Team Leader will ensure the Small Animal Facility (SAF) maintains a disease-free facility, providing the highest standard of animal husbandry and welfare.

You will be required to ensure animal ethics and welfare protocols are adhered to, to ensure the best possible outcomes for the animals and science. You will also provide leadership and management to technical staff and provide training as required to staff and facility users.

### Duties and Key Result Areas

* Manage and lead a diverse team within the Small Animal Facility (SAF).
* Oversee the daily operations of the SAF and ensure tasks are carried out appropriately and efficiently to achieve research outcomes.
* Direct and coordinate the completion of complex technical procedures and undertake development, implementation and standardisation of procedures and techniques within the SAF.
* Alongside technical staff, provide technical assistance to science and research activities involving a variety of small animal species.
* Identify team training requirements, plan, and provide training sessions or resources to aid in improvement in the skillset of the team.
* Engage in an open, effective, and respectful manner with internal and external stakeholders.
* Liaise with Person’s with Ultimate Responsibility on approved projects, Facility Veterinarians and Animal Welfare Officers, following recommendations and directions regarding issues that arise during the conduct of research or animal management.
* Assist in maintaining a document and training framework as part of ACDPs integrated management system (ISO 9001) relating to the care, monitoring and use of animals in research and training.
* Foster a culture of continual improvement, which ensures consistency in processes and systems to meet the needs of functional teams, customers, and regulators.
* Provide guidance to researchers in complying with governmental regulations, guidelines, and internal policies.
* Abide by and promote microbiological security regulations at ACDP, being aware of and adhering to the microbiological security provisions that apply to infectious disease agents, including zoonotic agents to ensure safety and security to staff and users of the facility.
* 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 Values, Code of Conduct, Health, Safety and Environment procedures and policy and diversity initiatives.
* Other duties as directed.

**Selection Criteria**

#### Essential

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

1. Experience of at least 5 years of proven people management
2. A tertiary degree in animal science (or related field) or equivalent relevant experience.
3. A demonstrable understanding of genetics and breeding strategies relating to animals in a research environment.
4. A demonstrable understanding of the Victorian Animal Code of Practice for Animal Welfare, and the Australian Code for the Care and Use of Animals for Scientific Purposes and how these are applied in a research setting.
5. Proven ability to understand animal welfare issues and rectify any identified issues without delay.
6. Demonstrated understanding working within a compliance framework. Including regulatory and environmental processes, biocontainment, and Animal Ethics Committees.
7. Proven ability to work effectively in a team environment, collaborate widely both internally and externally, and establish effective interpersonal relationships with a wide variety of people.
8. Proven ability to effectively lead and manage a diverse work team, delivering animal research studies using a variety of species.
9. The ability and willingness to undertake a wide range of tasks from hands-on animal handling and husbandry through to more complex technical tasks.

## **Desirable**

1. Experience working within a Quality Assurance framework.
2. Experience in the development and delivery of training and/or certificate IV in training and assessment.

**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 teams as well as industry colleagues.
* **Influence and Communication:** Identifies critical stakeholders and influences them via an influential third party, for example through an established network, to gain support for sometimes contentious, proposals/ideas.
* **Resource Management/Leadership:** Provides leadership that fosters an environment that encourages new ideas and provides support for the development of emerging skills. Creates trust by displaying consistency, understanding, integrity and patience. Plans, seeks, allocates and monitors resources to achieve outcomes.
* **Judgement and Problem Solving:** Anticipates and manages problems in ambiguous situations. Develops and selects an appropriate course of action and provides for contingencies. Evaluates, interprets and integrates complex bodies of information and draws logical conclusions, synthesises proposals and defends options with reasoned arguments.
* **Independence:** Assesses the risk and opportunity of identified strategies, options and actions. Overcomes problems and setbacks in achieving goals. Invariably includes consideration of value-added future impact on bottom line when determining the optimal and efficient use of resources.
* **Adaptability:**Demonstrates flexibility in thinking and adapts to and manages the increasing rate of organisational change by adjusting strategies, goals and priorities.

**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 well-being 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**

**ACDP Special Conditions:**

To be eligible for this position you must be willing and able to:

* Adhere to CSIRO ACDP microbiological security requirements, other Australian Security requirements applicable to the position and HSE policies.
* Be vaccinated against influenza, rabies, hepatitis B, Japanese encephalitis or other agents as specified if required for the role performed.

**Security Assessment and Microbiological Security Requirements for Personnel Working on the ACDP Site**

The nature of our work requires that each person working on site must comply with the conditions described below.

* The appointee is required to pass a security clearance at a level appropriate to duties of the position.  Confirmation of the appointment is subject to obtaining that clearance.
* 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 and mules, any other cloven-hoofed animal, fowls, turkeys, geese, domestic ducks, caged birds, emus or ostriches. Personnel working with diseases of aquatic animals additionally may not keep aquarium fish at their place of residence and personnel working with cane toad material must also avoid contact with amphibians.
* 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.
* Working in the barrier maintained Small Animal Facility requires avoidance of contact with additional animals such as mice, rats, guinea pigs, rabbits and poultry 3 days prior to arrival.
* Personnel must abide by Occupational Health, Safety and Environment regulations. Safety signs and directives issued by CSIRO personnel must always be complied with.
* The successful candidate will be asked to 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.
* The successful candidate will be required to obtain and maintain a security clearance at negative vetting 1
* The successful candidate may be required to undertake a pre-employment medical examination prior to commencement.