



Position Description

POSITION TITLE: Head of Bioresources
LOCATION: SAHMRI, North Terrace
REPORTS TO: Director, Research and Facility Services
DEPARTMENT: Bioresources

PURPOSE AND SCOPE OF THE POSITION

To provide overall responsibility for the management, operation, scientific standards, and service delivery of the small animal research facility on North Terrace.

To bring to SAHMRI specialised skills in Laboratory Animal Science, and to initiate the implementation of best practice management standards in a SPF research facility.

Reporting to the Director, Research and Facility Services, the position will also work closely with the Scientific Services and Operations Manager, Animal Welfare and Compliance Officer, Animal Ethics Officer, Animal Ethics Committee, Director-PIRL, SAHMRI researchers and other SAHMRI staff.

The role will also interact with a range of external stakeholders including collaborating universities in South Australia, commercial parties, and regulators.

Direct reports to this role include members of the Bioresources team.

KEY RESPONSIBILITIES

The specific duties include:

- Establish and maintain a high level of user satisfaction and client service by supplying on time, within budget and high quality to agreed standards.
- Facilitate successful completion of research projects involving wild type or genetically modified animals.
- Maintaining the Specified Pathogen Free (SPF) status of the facility.
- Facilitating ethics compliance by encouraging and promoting good working practices and maintaining high welfare standards in the facility.
- Organise and monitor the animal user training program in Bioresources.
- Maintain and monitor animal health and welfare to industry best practice.
- Participating in pilot studies and in the development of animal models in either an advisory capacity or as a formal collaboration.
- Assessing all animal research projects to ensure space and staff resources are available to complete the work.
- Organise and conduct meetings with different stakeholder groups.
- Fostering a culture of co-operation and high-level service delivery amongst all direct reports, and amongst allied service providers.



- Designing and the development or modification of standard animal research procedures.
- Introducing new technologies, procedures, and methodologies, and upgrading existing technologies.
- Assisting with the development of experimental Standard Operating Procedures.
- Modifying animal care protocols as new literature emerges, e.g. drug therapies, analgesics, dietary modifications, bleeding techniques, and euthanasia methods.
- Actively participate in SAHMRI's Animal Ethics Committee.
- Interact closely with all researchers using the facility, in an advisory and/or collaborative way, to maximise the efficient scientific use of the facility.
- Provide high standard, detailed and timely management reports.
- Responsible for all aspects of administration including invoicing, animal inventory and cost recoveries.
- Responsible for ordering equipment, consumables and maintain the asset register for Bioresources.
- Provide, manage, and maintain research specific equipment and activities within Bioresources.
- Work with the Manager of the Small Animal Imaging facility to optimise the efficient and productive utilisation of the imaging equipment in the animal facility.
- Participate in special projects to continuously improve processes, tools, systems and organisation.
- Provide employees with safe work practices and ensure that their welfare is secured.
- Participate in the implementation of the Institute's Work, Health and Safety Management System and related laws, regulations and guidelines.
- Ensure that duties are performed in keeping with the principles outlined in SAHMRI's Vision, Mission and Values and the **Code of Conduct Policy**.

SPECIAL REQUIREMENTS

- Some out of hours work may be required
- Required to be contactable out of hours at certain times outside normal work hours.



Person Specification

QUALIFICATIONS

- Tertiary qualification in Veterinary Science or related Research field relevant to medical science and utilising Laboratory animals
- Postgraduate qualifications or progress towards postgraduate qualifications and/or extensive relevant experience.

EXPERIENCE, KNOWLEDGE AND SKILLS

- Significant experience in managing physical/financial/human/animal resources.
- Demonstrated experience in using and managing animals in a research environment.
- High level human resource management skills.
- An understanding and knowledge of a wide range of laboratory species.
- An understanding of regulatory compliances pertaining to Laboratory animals in research.
- A broad knowledge of pathogen exclusion, health monitoring, Biocontainment and Quarantine.
- Hands-on experience in the care of laboratory animals.
- A broad understanding of Quality Systems (e.g. ISO, GLP, AAALAC) and a commitment to their implementation.
- An outstanding work ethic and commitment to laboratory animal care.
- Proficient in using electronic software programs and hardware.
- Experience in developing and monitoring budgets.
- High level of inter-personal and communication skills including verbal and written skills.
- Ability to liaise effectively and work co-operatively with colleagues, peers and research staff.
- Ability to prioritize own workload, work independently and meet deadlines.
- Commitment to providing client service of a high standard.
- Ability to conduct and supervise training workshops is desirable.
- Experience in rodent surgical or advanced reproductive techniques is desirable.
- Support SAHMRI's commitment to reconciliation and acknowledge the importance of working in partnership with Aboriginal and Torres Strait Islander People
- Able to demonstrate the following SAHMRI Values and Culture:
 - **Innovation** – Bold, Driven, Dynamic
 - **Excellence** – Persistent and Focused
 - **Courage** – Collaborative and Enabling
 - **Integrity** – Embrace Diversity, Demand Equity
 - **Teamwork** – Friendly, Fast, Flexible, Fun