



## Job Description

**POSITION TITLE:** Animal Welfare and Compliance Officer

**LOCATION:** SAHMRI, North Terrace & PIRL, Gilles Plains

**REPORTS TO:** Manager, Research Office

**DEPARTMENT:** Research Office

### PURPOSE AND SCOPE OF THE POSITION

The Animal Welfare and Compliance Officer will ensure that SAHMRI complies with all aspects of the Code, the SA Animal Welfare Act, ethics policies and relevant legislation. The role will direct and oversee the animal welfare and user training programs of the SAHMRI animal facilities.

Reporting to the Manager, Research Office, the position will also work closely with other Research Office staff, Managers, and staff of Bioresources, North Terrace and PIRL, Gilles Plains, Animal Ethics Officer, and the Animal Ethics Committee. The role will also interact with a range of other stakeholders, including partners from the three South Australian universities.

There are no direct reports for this role.

### KEY RESPONSIBILITIES

The specific duties include:

- Play the key role in training researchers in the principles, practices, and regulatory standards for the care and welfare of animals used in research.
- Promote the principles of replacement, reduction, and refinement (3 Rs) and welfare initiatives across all SAHMRI animal facilities. This includes inspecting and monitoring facilities and animals.
- Oversee the competency training programme for all animal users. This includes overall design of the program and assisting in implementation and management of ongoing competency. Ensure all researchers, staff and students involved in the care, management and use of animals have received adequate contemporary training in animal use techniques.
- Assist in training by designing training programmes and teaching on specialised training courses when required.
- Assist in designing, and presenting where necessary, the ethics induction courses for all animal users.
- Promote and support an open dialogue with and between animal care staff, investigators, and animal user groups.
- Provide assistance to users preparing applications to the Animal Ethics Committee and research proposals involving the use of animals.
- As a member of the Animal Ethics Committee participate in the decision-making processes of the Committee and report to the Committee on relevant veterinary, welfare, training, and competency issues.
- Conduct post-approval monitoring of projects, including audits of record keeping, and ensuring compliance with activities as approved by the approvals, legislation, policy, and other AEC requirements.
- Manage the formal reporting and resolution of adverse events, complaints, and noncompliance issues, including investigations on behalf of the AEC.
- Promote awareness of the SA animal Welfare Act and the Australian Code for the Care and Use of animals for Scientific Purposes.

- Contribute to the provision of veterinary services at Bioresources and PIRL when required and the Animal Ethics Committee.
- Stay abreast of developments in legislation, guidelines and best practice related to the use of animals for scientific purposes, including liaising with relevant government authorities and external research organisations to ensure the highest standards of practice.
- Develop and recommend changes to standard operating procedures in keeping with current best practice.
- Other duties as directed.
- Participate in special projects to continuously improve processes, tools, systems and organisation.
- Take reasonable care to protect own health, safety and welfare at work and avoid affecting the health and safety of any other person at work.
- 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.
- Must be vaccinated in accordance with SAHMRI Vaccination Policy.



## Person Specification

### QUALIFICATIONS

- Degree in Veterinary Science registrable in South Australia is essential

### EXPERIENCE, KNOWLEDGE AND SKILLS

- High level of interpersonal, analytical, and well-developed communication skills
- Effective problem-solving skills
- Attention to detail
- Excellent planning and organisational skills and ability to meet deadlines
- Veterinary knowledge relevant to SAHMRI animal models
- Working knowledge of the Code and the SA Animal Welfare Act
- Understanding of animal ethics
- Teaching experience relevant to animal technical staff
- Familiarity with use of animals in research and training
- Experience with species typically used as laboratory animals
- Design and assessment of training programs
- Strong IT skills, including database management and reports.
- 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:
  - **Excellence** – Bold, Driven, Dynamic
  - **Innovation** – Persistent and Focused
  - **Courage** – Collaborative and Enabling
  - **Integrity** – Embrace Diversity, Demand Equity
  - **Teamwork** – Friendly, Fast, Flexible, Fun

### LICENCES

- Current Driver's Licence