

POSITION DESCRIPTION



POSITION TITLE: Head Veterinarian

LOCATION: Mangere, Auckland

REPORTS TO: Centre Manager

DIRECT REPORTS: Veterinarians
Head Veterinary Nurse

PURPOSE:

Provides leadership and consultative support on veterinary clinical matters throughout the SPCA Hospital, ensuring professional standards of animal care and hygiene and for all animals presented to and under the care of the SPCA.

Provides leadership within the Veterinary team to ensure all services are consistent with the five domains and actively promotes the highest standards of animal welfare for all animals under the care of the SPCA in keeping with the animal welfare policies.

To provide leadership and assist in the development of 'best possible practice' animal care policies, procedures and practices within the SPCA and within allocated resources available.

KEY ACCOUNTABILITIES:	KEY RESPONSIBILITIES:
1. Research, recommend and aid in the establishment of minimum veterinary standards for SPCA	<ul style="list-style-type: none">• Explores and researches treatments, diagnostic techniques or equipment, recommended improvements or changes that would improve welfare and make appropriate recommendations to the Centre Manager/Veterinary team for discussion.• Researches and recommends appropriate CPD opportunities for the veterinarian team also liaising with the Head Nurse to identify appropriate and beneficial Nursing CPD within budget guidelines.
2. Acts as veterinarian authority as part of the SPCA	<ul style="list-style-type: none">• Provides ongoing support to the Centre Manager and the Senior team on all operational, strategic, ethical and management issues associated with veterinary care.• Promotes and represents the SPCA within the veterinarian community as relevant to the Auckland Centres.• Embraces the SPCA philosophy and promote practices to achieve the maximum result in reducing euthanasia and increasing adoptions within allotted resources.• Ensures quality standards of vet practices are achieved through the SPCAs within allotted resources.• Participates in animal welfare initiatives promoted by the SPCA which support the SPCA policies and assist in the development of such policies.• Supports and adhere to the principles of animal welfare as stated by the SPCA.

	<ul style="list-style-type: none"> • Liaises with the Science team, reviewing and providing input on relevant national SPCA processes and policies as required; and ensuring that veterinary procedures within the Auckland Centres align with these national standards.
<p>3. Lead and mentor SPCA veterinary team to ensure all practices are carried out in line with veterinary standards, in compliance with the AWA 1999 and Veterinary Code of Professional Conduct</p>	<ul style="list-style-type: none"> • Develops a high performing team, through effective recruitment, performance development, and leadership of all team members. • Provides clinical overview of all cases within the Hospital departments and ensure familiarity with case veterinarians involvement, diagnosis and treatment plan. • Overviews animal flow in all Hospital / medical wards on a day to day basis to ensure resources are used effectively and animals are prioritised; ensuring appropriate outcomes and effective decision making in the care of the animals. • Works with the Head Veterinary Nurse to ensure Vet/Vet Nurse rosters are in place and resources are sufficient for effective cover over each month including weekends. • Organises regular vet meetings, agenda and minutes including follow up on any action points. • Attends some Hospital meetings where possible to ensure Hospital / Vet relationships are creating a positive culture. • Provides leadership and support to the Head Veterinary Nurse to ensure positive working relationships between Vet / Nurse Teams and communicating positively to resolve conflict. • Works closely with the Head Nurse to set appropriate standards of nursing care are provided at all times to SPCA animals in the Hospital areas. • Ensures strict management and monitoring of all controlled drugs in compliance with the NZ Veterinary Code of Conduct and all other relevant legal requirements in liaison with the Head Nurse • Continue to develop & grow the foster medical support requirements for the Auckland foster program to ensure welfare goals are met. • Manages and responds to any customer / client concerns, complaints or requests relating to animals in the care of the Hospital and medical outcomes if appropriate. • Communicates with Veterinary clinics and community Veterinarians to follow up medical information or resolve conflict. Working with Inspectorate team in regard to highlighting any failure by external vets to provide appropriate mitigation of pain and distress prior to transferring into our care. • Works towards fostering a positive culture with robust consultative communication within the veterinary team so they feel supported and expectations are clear but fair and all views are taken into account. • Provides mentoring and support regarding shelter medicine and veterinary care to SPCA. • Communicates effectively with all levels of staff at the SPCA, playing a key role in all animal welfare initiatives • Works with the veterinary team to review and assess centre statistics and develop proper improvement plans.

	<ul style="list-style-type: none"> Ensures the achievement of negotiated team and individual KPI's.
4. Carries out veterinary duties as part of the veterinary team, ensuring all practices are carried out in line with the SPCA's professional standards	<ul style="list-style-type: none"> Delivers a professional standard of vet duties including operations, screening, clinics and consults. Implements and adheres to all SPCA policies, procedures and practices. Effective in making senior veterinary decisions regarding welfare of the animal and feasibility for the centre. Completes all administrative and reporting requirements in an accurate and timely manner. Collaborative consultation with vets on any cases where opinions differ with recommendation for the animal being discussed with the Sort Out Panel, Animal Services Manager or the Centre Manager unless the decision needs to be made on humane grounds or the vets all agree. Ensures any recommendations or decisions relating to changes to existing agreed Hospital treatment procedures are discussed with the Centre Manager; reference to the Sort Out Panel may be required. Ensures Hospital staff are complying with all Hospital Policies and Procedures; discussing any concerns with the Head Nurse, or Centre Manager to ensure compliance and positive animal outcomes. Acts as point of contact for other departments and Team Leaders to communicate and manage any disputes or providing clarity if case vet is not available. Overall goals must be based on the organisational position, best outcomes for animals, open and transparent communication within SPCA guidelines, policies and procedures.
5. Helps develop cost effective and efficient management strategies to ensure highest quality of vet services	<ul style="list-style-type: none"> Supports Centre Manager with budgeting and capital spends. Helps to develop cost effective operation of veterinarian needs within the centre.
6. Investigates and develops plans for improving existing facilities and/or policies to improve animal flow and animal care throughout the Auckland Centres	<ul style="list-style-type: none"> Investigates and recommend proposal for facility changes to current SPCA hospital to help improve animal flow and animal care. Consults and establishes zoonotic and infectious disease protocols to be implemented within the Auckland Centres. Collaborates and develops policies or guidelines to improve animal care within the Auckland Centres.
7. Develops and maintains professional veterinarian skills and veterinary relationships	<ul style="list-style-type: none"> Participates in veterinarian groups and other relevant professional bodies. Maintains veterinary credibility for the SPCA through effective external professional relationships in the veterinary sector. Collaborates with the Centre Manager and Animal Services Manager on special projects to get buy in from external vets and improve the image of the SPCA within the Vet community. Provides veterinary support and relationship management with the Hobsonville Centre and Care Vets Hobsonville. Reviews research and maintains an up to date view on the latest issues in veterinarian practice.

	<ul style="list-style-type: none"> Plans and participates in professional development for self and the team.
8. To provide professional support as requested for the efficient and effective operation of animal welfare prosecutions by the SPCA	<ul style="list-style-type: none"> Helps assist hospital/centre staff in animal assessments and care as appropriate and in a timely manner for the purpose of prosecution under the animal welfare act. Completes vet reports, if required, to assist in prosecution proceedings in a timely, accurate and professional manner as requested. Attends court cases pertaining to the animal welfare act relating to prosecutions brought by SPCA as required.
9. Supports process improvement groups and projects across the organisation to improve organisational performance	<ul style="list-style-type: none"> Actively participates in these groups and works collaboratively with all members of staff to achieve goals. Carries out project work as requested.
10. Actively contributes to Health & Safety	<ul style="list-style-type: none"> A safe and healthy working environment is maintained at all times. Establish and comply with Health and Safety legislation and regulations. Take responsibility for your own health and safety and ensure no action or inaction on your own part harms others in the workplace. Contributes towards the development and implementation of policies and procedures that ensure compliance with the Health and Safety at Work Act (2015). Is aware of and can identify hazards and risks to which the organisation may be exposed and takes appropriate action accordingly. Has knowledge of and is able to apply emergency procedures. Health & Safety must be encouraged and communicated effectively throughout the Hospital team to ensure a positive, collaborative H&S culture is fostered within the Hospital.
11. Participates as a professional and constructive member of the Veterinary Team	<ul style="list-style-type: none"> Attends team meetings as required. Contributes towards the achievement of strategic and operational goals of the SPCA.
12. Volunteer Support and Supervision	<ul style="list-style-type: none"> Ensures safety, support and wellbeing of volunteers working in your department. Ensures duties and tasks being carried out by volunteers are being carried out in a safe and appropriate manner. Professional in all interactions with SPCA volunteers.
13. Carries out other duties as required from time to time	<ul style="list-style-type: none"> Provides support and assistance to SPCA events and campaigns as requested. Duties and responsibilities described above should not be construed as a complete and exhaustive list as it is not the intention to limit the scope or the functions of the position. Duties and responsibilities can be amended from time to time by the Employer to meet any changing condition.

INTERNAL FUNCTIONAL RELATIONSHIPS:

- All SPCA staff and Management
- Other Vets within the SPCA community
- Volunteers and students

EXTERNAL FUNCTIONAL RELATIONSHIPS:

- External Vets
- External animal welfare and veterinary organisations
- Members of the Public
- Educational facilities specialising in vet and animal health training

PERSON SPECIFICATION:

Qualifications and Experience

- A fully qualified Veterinarian with a minimum of eight years' experience
- Current NZ practicing certificate
- Management and leadership experience of a successful work team
- Prior experience with operational management and budgets
- Experience with stakeholder management and engagement

Skills and Knowledge

- A sound understanding and empathy with the goals and values of the SPCA
- Good skills around statistics, report writing and systems
- Ability to think analytically and problem solve
- Good inter-personal and networking skills - ability to build rapport with staff, stakeholders and suppliers
- Ability to inspire, motivate and encourage team development
- Ability to work cohesively and effectively with all SPCA staff
- Results Orientated
- Sound computer skills including the use of e-mail, internet and Microsoft Office applications

Personal Attributes

- A commitment to high quality work and professionalism
- Highly organised with the ability to prioritise, multi task and meet expected deadlines
- Ability to manage confidential information with responsibility and integrity
- Ability to manage stress and handle emotional situations while retaining empathy
- Excellent written and oral communication skills
- Able to make sound, informed decisions based on animal welfare

