

POSITION DESCRIPTION



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POSITION TITLE: Veterinarian

LOCATION: Dunedin SPCA

REPORTS TO: Centre Manager

DIRECT REPORTS: Veterinary Nurse

PURPOSE:

Provides professional standards of animal care and treatment throughout the Centre and for all animals under the care of the SPCA.

Provides vet services that that are consistent with the 5 domains and promote animal welfare for all animals are the care of the SPCA. Ensures compliance with all welfare guidelines and complies with the Veterinary Code of Professional Conduct and all relevant legislation

Implementation of 'best practice' animal care policies, procedures and practices within the SPCA within allocated resources available.

KEY ACCOUNTABILITIES:	KEY RESPONSIBILITIES:
1. Participates as a member of a high performing team providing high standards of performance	<ul style="list-style-type: none">• Communicates effectively with staff of the SPCA, playing a key role in all animal welfare initiatives at the Centre.• Attends training and CPD approved by the Centre Manager.• Promotes practices to achieve the maximum result and positive outcomes for animals in our care.• Participates in animal welfare initiatives promoted by the SPCA.• Supports and adheres to the principles of animal welfare as stated by the SPCA.• Ensures the achievement of negotiated team and individual KPI's.• Maintains a collaborative relationship with the Head Vet at Christchurch Centre.
2. Carries out vet duties as part of the vet team, ensuring all practices are carried out in line with the SPCA's professional standards	<ul style="list-style-type: none">• Deliver a high professional standard of vet duties including surgical competency, consultation, medical case work up.• Maintain thorough medical records and complete report requests in a timely manner.• Implements SPCA policies, procedures and practices.

	<ul style="list-style-type: none"> • Effective in making veterinary decisions regarding welfare of the animal and feasibility for the centre. • Ensures strict management and monitoring of all controlled drugs in compliance with the NZ Veterinary Code of Conduct and all other relevant legal requirements. • Provide training, supervision and audit and reviews for any Veterinary Operating Instructions implemented for SPCA staff (by agreement with the Area Manager).
3. Lead and mentor SPCA Veterinary staff to ensure all practices are carried out in line with veterinary standards, in compliance with the AWA 1999 and Veterinary Code of Professional Conduct	<ul style="list-style-type: none"> • Develop a high performing team, through effective recruitment, performance development, and leadership. • Work collaboratively with the Centre Manager to ensure harmonious relationships across all areas.
4. 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.
5. Actively contributes to Health & Safety	<ul style="list-style-type: none"> • Ensures compliance with the <u>Health and Safety Act 2015</u> by: <ul style="list-style-type: none"> ▪ taking reasonable care of your own health and safety and ensure that you don't cause harm to others ▪ complying with all health and safety instructions, policies or procedures, including but not limited to; <ul style="list-style-type: none"> ○ reporting incidents and unsafe practices as soon as they occur ○ identifying risks, reporting them and taking appropriate action to mitigate them ○ knowledge, and compliance of, emergency procedures ○ completing mandatory training within the required timeframes
6. Participates as a professional and constructive member of the Centre Team	<ul style="list-style-type: none"> • Attends team meetings as required. • Contributes towards the achievement of strategic and operational goals of the SPCA • Acts professionally and non-judgmentally. Embodies the SPCA values and strives to achieve the SPCA Mission.
7. Animal health and hygiene practices are implemented	<ul style="list-style-type: none"> • Implements standards for animal care and ensures these are consistently provided and reported on regularly. • Contributes towards the development and implementation of policies and procedures to ensure effective Infection Control Practices in the SPCA.

<p>8. Develops and maintains professional vet skills and capabilities</p>	<ul style="list-style-type: none"> • Participates in vet groups and other relevant professional bodies. • Maintains an up to date view on the latest issues in vet practice. • Maintains registration with New Zealand Vet Council. • Participates in professional development for self. • Maintains vet credibility as much as possible for the SPCA through effective external professional relationships in the vet sector.
<p>9. Ensure effective financial management of the vet clinic</p>	<ul style="list-style-type: none"> • Manage the vet clinic finances following the approved budget. • Ensure that financial guidelines, systems, policies and procedures are followed. • Together with the Centre Manager monitor expenses and determine the cause of significant variances and implement remedial strategies ensuring compliance with the vet clinic budget. • Ensures all actions and expenditure is in line with SPCA policies and procedures and resources are used efficiently, and finances are spent prudently.
<p>10. To provide professional support as requested for the efficient and effective operation of animal welfare prosecutions by the SPCA</p>	<ul style="list-style-type: none"> • Complete animal assessments and care as appropriate and in a timely manner for the purpose of prosecution under the animal welfare act. • Complete vet reports in a timely, accurate and professional manner as requested. • Attend court cases pertaining to the animal welfare act as requested by the SPCA.
<p>11. Volunteer Support and Supervision</p>	<ul style="list-style-type: none"> • Ensures safety, support and wellbeing of volunteers working in the vet clinic. • 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.
<p>12. Carries out other duties as required from time to time.</p>	<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/EXTERNAL RELATIONSHIPS:

- Vets, all SPCA Staff and Management
- Volunteers and students
- Other vets in private practice
- Educational facilities specialising in vet and animal health training

- Members of the Public
- External animal welfare and veterinary organisations

PERSON SPECIFICATION:

Qualifications and Experience

- A fully qualified Vet ideally with a minimum of one year’s experience in clinical practice
- Experience in surgical procedures both routine and non-routine
- Professional registration as a Veterinarian

Skills & Knowledge

- Competency in clinical veterinarian practice
- Excellent written and oral communication skills– including statistics, report writing, systems
- Good inter-personal skills - ability to build rapport with staff, stakeholders and suppliers
- Ability to work cohesively and effectively with all SPCA staff
- Strong time management, organisational and planning ability, and budget management
- A sound understanding and empathy with the goals and values of SPCA

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
- Able to make sound, informed decisions based on animal welfare

