

UNIVERSITY OF LIVERPOOL

VETERINARY NURSE IN PRIMARY CARE

Grade and salary: Grade 5, £30,180- £34,630 per annum plus 26 days holiday pro rata, pension and additional benefits
Working hours: Full time - 35 hours per week between 8am – 9pm plus overtime
Tenure: Permanent
Location: University Veterinary Practice, Liverpool Campus
Faculty: Health and Life Sciences, Institute of Infection, Veterinary and Ecological Sciences, Department of Small Animal Clinical Science

Recruiting department contact: Email: iveshr@liverpool.ac.uk
Job ref: 119554

The Role

Role overview and University context:

We invite applications for the post of Veterinary Nurse in the University Veterinary Practice (UVP) (Small Animal Primary care).

You will be a qualified Veterinary Nurse; this role would be ideally suited for an experienced Veterinary nurse with an interest in Primary care and exotics. This post gives you an exciting opportunity to take a role in a first-class small animal primary care teaching practice.

The University of Liverpool is one of the UK's leading research institutions with a prodigious spread of expertise - from the humanities and social sciences to engineering, science, veterinary science and medicine. It attracts collaborative and contract research commissions from a wide range of national and international organisations - commissions valued at more than £100 million annually.

This post sits in the Department of Small Animal Clinical Science, within the School of Veterinary Science. The Head of Department of Small Animal Clinical Science is Dr Tom Maddox and the Senor Vet at the University Veterinary Practice is Charlotte Brookes and the Operational manager for the Department of Small Animal Science is Rachel Rankin.

The University Veterinary Practice is a purpose built first opinion practice, providing primary care services for clients and their pets in Liverpool City Centre. Facilities at the practice include DR radiography, two operating theatres and a generous prep area, a separate dental room including DR intra-oral radiography. We have an in-house lab and dedicated teaching and office space within the practice. Wards are species separated (dogs, cats, exotics and isolation) and we are recognised Cat Friendly Practice (silver) and Rabbit Friendly Practice. We are also a member of the RCVS Practice Standards Scheme (GP level).

The UVP is a busy primary care practice, including dedicated exotic vets and qualified veterinarians on rotating Internships in Small Animal Studies, and a dedicated Primary Care Intern. The vets are supported by a nursing and animal care team, and clerical support staff to oversee the day to day running of the practice.

The practice plays a key role in the education of Undergraduate Veterinary Students, teaching them the very latest concepts and techniques in a caring and supportive environment. The final year students are involved in many of our consultations and procedures. The students rotate through the practice as part of their clinical training, and core teaching, this includes elective weeks. Students from University of Liverpool and other universities also undertake EMS in the practice.

This full-time role working 35 hours per week (Monday – Friday), offers a generous package of benefits including:

- Attractive pension

- Generous annual leave plus Bank holidays and University Closure days (7 days)
- A range of family friendly policies, including maternity, paternity and adoption pay and leave.
- In-house seminars and opportunities to train in other areas around the hospital.
- Induction training which includes working alongside the team
- Discounted medical treatment for your pet.
- Yearly pay raise.
- Paid overtime

Role

The primary purpose of this role is to provide high-quality nursing care within first opinion and emergency veterinary services. The successful candidate must possess a sound knowledge of all aspects of general practice nursing, including anaesthesia and peri-operative care.

Excellent communication and teamwork skills are essential, as the role requires close collaboration with all areas of the practice, particularly the daytime clinical teams, to ensure the smooth and efficient delivery of patient care.

The postholder will undertake a broad range of clinical responsibilities, including providing nursing support to the surgical, exotics, emergency care, and consultation services. Duties will include all aspects of inpatient and day-patient care, monitoring sedated and anaesthetised patients, supporting anaesthesia procedures, dispensing and preparing medications, and maintaining high standards of patient welfare and clinical care.

The role also involves working collaboratively with the wider nursing team, providing cross-cover where required and contributing flexibly to the delivery of the practice's clinical services. The general hours will be 10am – 6pm, you will be required to be flexible in the hours of work. The working hours are determined by operational need.

Key Responsibilities

The post holder will contribute to the delivery of a high-quality nursing service across the University Veterinary Practice, supporting the provision of first-opinion, emergency, surgical, inpatient and outpatient care.

Clinical Nursing Duties

- Liaise and communicate effectively with the clinical team to facilitate patient investigations, imaging procedures, surgery and ongoing case management.
- Attend daily rounds and handovers, contributing to discussions regarding patient care plans and treatment requirements.
- Assist with consultations, hospitalisation and clinical procedures through the safe handling and restraint of a variety of species.

- Deliver high standards of patient care, ensuring all treatments, supportive care and husbandry procedures are carried out appropriately and treatment plans are communicated effectively to the wider nursing team.
- Prepare, dispense and manage medications for inpatients and outpatients in accordance with practice protocols, ensuring patients receive the correct medications and quantities on discharge.
- Coordinate the preparation and posting of medications to clients in accordance with practice and regulatory requirements.
- Assist with the sedation and anaesthesia of patients undergoing diagnostic imaging, surgical procedures and other interventions.
- Monitor anaesthetised and sedated patients and provide appropriate nursing support during induction, maintenance and recovery.
- Assess patient comfort and wellbeing, monitor pain levels and support the provision of appropriate analgesia.
- Develop and communicate patient home-care plans where required.
- Facilitate patient admissions and discharges, providing clients with appropriate instructions and guidance.
- Supervise and support veterinary students involved in patient admissions and discharges.
- Maintain ongoing communication with clients where appropriate to ensure continuity of care.
- Assist clinicians with billing processes and provide accurate cost estimates to reception staff and clients when required.
- Support reception staff in the triage and management of urgent and emergency cases.
- Contribute to the development of client information resources, patient advice sheets, website content and service improvement initiatives.

Pharmacy and Stock Management

- Order medications, consumables and equipment through approved procurement routes, liaising with suppliers and external organisations as required.
- Proactively identify alternative products and cost-effective purchasing opportunities, escalating relevant information on new products, medications or supplier arrangements to the Senior Veterinary Surgeon.
- Undertake routine stock control activities, including stock adjustments, transfers and regular audits.
- Maintain daily controlled drug stock checks and ensure compliance with legal and regulatory requirements.
- Manage pharmacy stock levels, including ordering, replenishment and processing returns.
- Maintain accurate computerised pharmacy records, ensuring product information, batch numbers, expiry dates and pricing remain current and accurate.
- Facilities and Equipment
- Ensure clinical areas are maintained in a clean, safe and organised condition.
- Undertake routine cleaning, maintenance and care of clinical and diagnostic equipment.
- Adhere to all University, practice and legislative health and safety requirements.

- Undertake any other appropriate nursing duties as delegated by veterinary clinicians or management.

Teaching and Student Support

As a teaching practice, the nursing team plays an important role in supporting undergraduate veterinary students during clinical rotations.

- Deliver and support student inductions, including introductions to Small Animal Primary Care services.
- Assist with the teaching, demonstration and assessment of practical clinical skills.
- Support problem-based learning activities and contribute to occasional teaching sessions or lectures.
- Act as a professional role model and provide guidance to students within the clinical environment.

Advanced Clinical Skills

The post holder may be required to perform and support a range of nursing procedures, including:

- Collection of diagnostic samples for dermatological investigations, including skin scrapes, cytology, biopsy collection assistance, allergy testing and microbiological cultures.
- Blood sample collection and processing.
- Placement and management of intravenous and intraosseous catheters.
- Administration and monitoring of fluid therapy.
- Anaesthetic induction, monitoring and recovery.
- Placement and management of urinary catheters.
- Monitoring and nursing care of critically ill patients.
- Provision of intensive care nursing and advanced patient monitoring techniques.

Service Development

The post holder will be expected to contribute proactively to the ongoing development of the University Veterinary Practice, identifying opportunities to improve clinical standards, efficiency, patient care and client experience.

The post holder will work under the clinical direction of the Senior Veterinary Surgeon and will be line managed by the Operations Manager. Operational liaison will also take place with the Head of Department of Small Animal Clinical Sciences through the Practice and Small Animal Teaching Hospital management structure.

Working Hours and Flexibility

Working hours will be determined by operational requirements, and a flexible approach is essential. The post holder is responsible for maintaining effective communication with colleagues and ensuring appropriate service cover is maintained at all times.

The role forms part of the veterinary nursing rota and includes weekend working, bank holidays and University closure days. Additional hours worked in these circumstances will be paid in accordance with University policy. The post holder will also be expected to support service continuity by covering periods of absence and accommodating reasonable rota changes to meet the operational needs of the practice.

Additional requirements:

Manual Handling

The post involves bending, stretching and the manual handling of loads up to 15kg. A system to control the risks is in place. The appointee will be required to complete a health questionnaire. Appointment will be subject to Occupational Health screening.

Pathogens

You will be required to handle pathogens or potentially infected specimens of unfixed human/animal tissue (including blood), although appropriate measures will be in place to control the risk. You may be offered appropriate immunisations and/or records of your work with infectious material/infectious micro-organisms may be kept. You will be advised in your offer letter to contact the occupational Health Department to check on your vaccination status.

Exposure to Animals

As an applicant for a post which involves work in animal houses and/or handling animals, you should be aware that:

- There is a possibility that you may develop an allergy to the animals you are in contact with. The risk is substantially reduced if correct working practices are used and protective clothing is worn.
- Milder cases may be controlled by the use of protective clothing or medication and some people who are affected are able to continue working with animals.

The appointee will be required to complete a health screening questionnaire and clearance from Occupational Health must be received before exposure.

Gluteraldehyde/Asthmagens

The appointee will be required to complete a health screening questionnaire and clearance from Occupational Health must be received before exposure.

Control of Noise

You will work in an area where noise has been identified as a potential hazard. A system to control the risks is in place. You may be required to wear hearing protection or to undergo

checks on your hearing. Appointment will be subject to Occupational Health screening and clearance must be received before exposure.

In addition to the above, all University of Liverpool staff are required to:

- Adhere to all University policies and procedures, completing all obligatory training and induction modules, including Equality & Diversity and Health & Safety.
- Support the University's vision to drive forward environmental and social equity through delivery of our Sustainability Strategy and associated action plans.
- Demonstrate customer service excellence and continuous improvement in engaging with all stakeholders.
- Respect confidentiality: all confidential information should be kept in confidence and not released to unauthorised persons.
- Participate in the University's Professional Development Review scheme and take a proactive approach to own professional development.
- Embody and uphold the University's Vision and Values.
- Demonstrate flexibility in on-campus-presence to enable participation in business-critical activities, including reasonable participation in such things as: open days, invigilation, welcome week activities, confirmation and clearing and financial year-end activities.

About you

Experience

Essential

1. Relevant experience in high-quality small animal nursing, including responsibility for patient care, monitoring of patients during and after anaesthesia, dispensing, and work organisation.
2. Experience of working on own initiative and appropriate unsupervised decision making.
3. Experience in organising.

Desirable

1. Post qualification experience in a university, referral hospital or emergency clinic environment; experience in a veterinary training environment and demonstrating to veterinary undergraduates.
2. Post qualification experience of working across disciplines especially exotics.
3. Experience in a veterinary training environment and demonstrating to undergraduates or new members of staff.

Education, qualifications and training

Essential

1. Qualified registered veterinary nurse.
2. Proven interest in Primary care, evidence of formal CPD in relevant areas.

Desirable

1. Nursing Degree, Veterinary Nursing Diploma or equivalent.
2. Certificate in Emergency Medicine or equivalent post-graduate qualifications.

Skills, general and specialist Knowledge

Essential

1. Excellent general nursing and animal handling skills.
2. Excellent communication skills.
3. Interest in patient care provision.
4. Competence with routine sick pet procedures (medical and surgical).

Desirable

1. Specialist skills in surgical/emergency/exotic nursing.
2. Good working knowledge of general practice.
3. Advanced knowledge in anaesthesia.
4. Experience of more complex exotic pet species procedures (medical and surgical).
5. Proven competence with emergency and critical care procedures (medical and surgical).

Personal attributes

Essential

1. Ability to communicate well with people at all levels.
2. Positive, supportive and collaborative team member.
3. Ability to work using your initiative and organise work.
4. Ability to work within a team and independently.
5. Ability to solve problems and respond to queries.
6. Highly motivated and conscientious individual.

Desirable

1. Organisational and basic management skills.

About us

Established in 1881, we are an internationally renowned Russell Group university recognised for our high-quality teaching and research. We are consistently ranked as one of the best universities both nationally and globally, and the majority of our research is rated world leading or internationally excellent. Find out more about us.

Why Work Here

We recognise, appreciate and celebrate the incredible work our staff do every day. As well as generous terms and conditions, we offer a range of enviable benefits and provide support for colleague's wellbeing and development. Discover more about working here.

Moving from abroad

As a global institute, we welcome applicants from all nationalities, moving from a different country can be challenging and we would like to help as much as we can, we have put together some information on eligibility to work documentation, accommodation, schools, healthcare, life in Liverpool and the UK as well as other practical information. Discover more about moving from abroad.

Our Staff

Whether it be their friendly colleagues, supportive managers or our outstanding facilities, our staff can explain better than anyone what it is like to work for us and why they enjoy their role. See what our colleagues have to say.

How to Apply

Application process

Our e-recruitment system enables you to register for an online account, where you can view, copy and edit your applications. Set up your account on our Vacancies Portal.

Once you submit your application you will receive an automatic email acknowledgment. You can view your application at any time by clicking into the application history section of your account.

The recruiting department will endeavour to respond to each application. However, if you have not heard within six weeks of the closing date, please take it that your application has not been successful on this occasion.

Job description

After the closing date this job description will be removed from our website. Should you wish to refer to this information at a later date please ensure you save a copy of this document.

Right to work

We have a legal responsibility to ensure that you have the right to work in the UK before you can start working for us. If you do not have the right to work in the UK already, any offer of employment will be conditional upon you gaining it. If the role is based outside the UK, you will need to demonstrate your right to work for the country in which you are to be based.

Disabilities and alternative formats

If you have any other requirements which will help you access the application or interview process or employment opportunities at the University, or if you require copies documentation in alternative formats, please email: jobs@liverpool.ac.uk or telephone 0151 794 6771.