

A large, solid red abstract shape that starts as a vertical line on the right edge and curves downwards and to the left, ending in a rounded corner.

# **Veterinary Science Anatomy Technician**

**Where opportunity  
creates success**

# Our Strategic Plan

The University of Central Lancashire is the international, multi-campus university tracing its roots back to 1828 and leading the way in modern learning today.

## Our Vision

We transform lives by delivering an outstanding educational experience, creating prosperity and opportunity in the communities we serve.

## Our Strategy

Our strategy is founded on six priorities for the next seven years, taking us up to our 200-year anniversary, in 2028.

**Priority 1 - Student Opportunity and Success**

**Priority 2 - Leading the Way in Modern Learning**

**Priority 3 - Our People Experience**

**Priority 4 - Real-world Research and Innovation**

**Priority 5 - Our Place in the World**

**Priority 6 - Future-proofing our University**

**[Find out more](#)**



# University Key Facts

The University has a staff and student community approaching 38,000 people.

At the heart of our campus development plans is the creation of a c.£60 million student centre and new square.

We are the largest university in Lancashire and the third largest in the North West.

We received silver status in the first ever TEF assessment.

We ranked top in the north and fourth nationally for the number of graduate start-up businesses created - Higher Education Statistics Agency (HESA).

The Centre for World University Rankings 2021-22 (CWUR) has placed UCLan in the top 7% of universities worldwide.

Fashion is ranked 1st in the North West and 2nd overall in the UK. Drama and Dance is ranked 1st in the UK. (The Guardian League Table 2021).

The University of Central Lancashire (UCLan) has come top of a national wellbeing league table - 2020 Student Welfare League Table.

To find out more about UCLan, visit [uclan.ac.uk](https://uclan.ac.uk)

# What UCLan can offer you

A welcoming and inclusive environment.

A full-time annual holiday entitlement of 30 days (Professional Services staff) or 35 days (Academic Staff), in addition 8 statutory public holidays and 4 discretionary University days.

All employees have access to a pension scheme.

Range of travel discounts, including CycleScheme and rail tickets.

Access to UCLan's Ofsted regulated pre-school and nursery, to help with childcare.

Access to UCLan's Sir Tom Finney Sports Centre with competitive membership packages.

Staff network groups, promoting equality and diversity.

Training and development opportunities.

Multi Faith Centre.

Group Life Assurance.

**Find out more**

Hear what some of our current staff have to say about working at UCLan – visit [uclan.ac.uk/work](https://www.uclan.ac.uk/work)

# Establishing our working culture

The UCLan Values define a framework for the decisions, action and behaviour and they are a promise to people about how they will be treated. These are currently being embedded into the recruitment of new staff, appraisals, promotion and reward, and have been defined as:

## The UCLan Values

### **Achieving Together**

We achieve our ambitions through teamwork and collaboration.

### **Being Proud**

We take responsibility and professional pride in the quality of our work.

### **Creating Opportunity**

We proactively create and seize every opportunity to flourish in education, at work and for life.

### **Supporting All**

Everyone matters. We show support, respect and compassion to our students, colleagues and communities.



# About Preston

The city of Preston is in a great location in the heart of Lancashire, close to the major cities of Manchester and Liverpool, and just over two hours from London by train. Preston is a friendly, bustling place, traditional, with a lively atmosphere. With ample shopping, cafés and snack bars, multi-screen cinemas, great pubs, art galleries and museums, there's plenty of opportunity for a varied social life. There are restaurants and bars to suit every taste and pocket; theatres and music venues featuring the latest acts; colourful cultural festivals.

There are many excellent parks and open spaces around Preston where you can relax and unwind, including the beautiful and historical Avenham Park with its Riverside Walk, and there are designated cycle lanes around the city. Preston is also within easy reach of fantastic countryside and stunning coastlines - you're close to the rolling countryside of the Ribble Valley and the Lake District, and within striking distance of the lively coastal resorts of Blackpool and Morecambe Bay.



## Job Description

<b>Job Title</b>	Veterinary Anatomy Technician
<b>School/Service</b>	Learning & Information Service
<b>Grade</b>	E
<b>HERA Reference:</b>	
<b>Responsible to</b>	Senior Technician
<b>Responsible for</b>	Some supervisory responsibility for student and staff activities.
<b>Job Purpose:</b> To provide technical support for students and staff in Veterinary anatomy facilities, and laboratories, and clinical skills facilities as required.	
<b>Main Duties and Responsibilities:</b>	
1. To be a technical contact for the coordination and running of one of more anatomy facilities, and laboratories, and clinical skills facilities as required, ensuring effective and efficient use of resources in designated areas.	
2. To assist in the preparation of anatomical teaching resources, setting out, clearing and cleaning of equipment and anatomy facilities, and laboratories, and clinical skills resources as required for use by students and staff.	
3. To provide help, support, guidance and advice, for example through demonstrations or inductions to staff and/or students in a group or individually, on the use of equipment and the skills, techniques and procedures associated with veterinary anatomy.	
4. To occasionally supervise individual or groups of students in laboratory and practical sessions as required.	
5. To be responsible for fault reporting, maintenance and development of equipment and facilities, including daily checks, ensuring they are maintained in a safe, clean, secure and tidy condition.	
6. To occasionally supervise technical staff as required by the Senior Technician.	
7. To liaise with academic and service staff to monitor and develop the service in line with academic requirements and University objectives.	
8. To help coordinate and undertake installations, maintenance and re/configuration of equipment and/or relevant software, including the introduction of new technologies, procedures and practices.	
9. To help coordinate stock checks and inventory management activities in line with University procedures including administrative tasks relating to the procurement and disposal of inventory assets.	
10. To help generate reports for internal committees, annual reviews and any relevant inspections from external bodies or agencies.	
11. To ensure appropriate records and logs are kept, by implementing Health, Safety and waste disposal procedures according to University guidelines. To advise the relevant line manager or named responsible individual of any risks to or breaches of these procedures.	
12. To assist with and carry out Health and Safety risk assessments for laboratory facilities as required	

13. To assist staff and students undertaking research, exhibitions and Knowledge Transfer/income generating activities.
14. To work on, and provide support to specific technical projects as the business requires.
15. To demonstrate and provide a consistently high level of customer service to staff and students.
16. To demonstrate flexibility and commitment to the University and LIS mission statements, policies and development plans.
17. Staff may be required, from time to time and on an ad hoc basis, to work additional hours and/or hours outside of their normal working pattern to meet the needs of the business.
18. To carry out other such duties as may reasonably be associated with the grade and a role of this nature.



## Person Specification

<b>Job Title</b>	Veterinary Technician
<b>School/Service</b>	Learning & Information Services
<b>Grade</b>	E
<b>HERA Reference:</b>	HERA/22131

Attributes	Essential	Desirable	Measured By
<b>Work Experience</b>	<p>Recent experience of preparing, supporting, and clearing away veterinary anatomy environments.</p> <p>Experience in a customer facing technical support role.</p> <p>Proven recent experience of supervising and training staff.</p> <p>Experience of instruction to different levels of user and demonstration of technical veterinary equipment</p> <p>Experience of carrying out risk assessments and other relevant Health &amp; Safety processes and policies.</p>	<p>Experience of working in a Further or Higher Education environment.</p> <p>Considerable knowledge of veterinary science</p> <p>Experience of creating anatomical teaching materials.</p>	Application / Interview
<b>Education/Qualifications</b>	Educated to Degree level in Veterinary science or equivalent experiential learning in Veterinary science	<p>Professional registration with a recognised Veterinary related organisation.</p> <p>Relevant Health &amp; Safety qualifications.</p>	Application

<b>Skills/Abilities</b>	<ul style="list-style-type: none"> <li>-Understanding of Health &amp; Safety procedures with respect to the work environment. Ability to work safely at all times.</li> <li>- Competence in the use and support of equipment and instrumentation associated with Veterinary anatomy</li> <li>-Excellent customer service and communication skills both written and verbal</li> <li>-Ability to participate and work effectively as a member of a team</li> <li>-Ability to work with initiative and independently, to set priorities and to work co-operatively within a diverse team</li> <li>- Ability for manual handling of items of various weight and sizes</li> <li>-Category B UK Driving Licence</li> </ul>		Application/ Interview
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	<ul style="list-style-type: none"> <li>-Demonstrable IT literacy and knowledge/experience of relevant PC systems software and support</li> <li>-Proven ability to plan, prioritise and organise own workload and that of others with conflicting demands and tight deadlines</li> <li>-Ability to liaise with and co- ordinate the activities of customers and colleagues</li> <li>-Ability to provide manual handling to varying weights and sizes</li> </ul>		
<b>Other</b>	<p>An understanding of and demonstrable commitment to the University's Values as a framework for decisions, actions and behaviours.</p> <p>Awareness and understanding of confidentiality</p> <p>Attention to detail and concern for quality of work of team and self.</p> <p>Commitment to personal and professional development</p> <p>Demonstrate a flexible approach to work and working hours</p>		Application form



**University of  
Central Lancashire**  
UCLan

Preston, Lancashire, UK PR1 2HE

Tel: +44 (0) 1772 201 201

**[uclan.ac.uk](http://uclan.ac.uk)**

