



WILLINGA PARK

JOB DESCRIPTION

POSITION: Equine Veterinary Nurse

REPORTS TO: Equine Veterinarian Surgeon

UPDATED: July 2026

As our Equine Veterinary Nurse, you will work closely with the other members of the WP Vet Hospital team to assist with all aspects of equine veterinary care, including internal medicine/intensive care, surgery and sports medicine, advanced equine anaesthesia and advanced breeding services (OPU). Using a team collaborative approach, the Equine Veterinary Nurse will utilise their varied experience and skills to assist and guide the care of Willinga Park and client horses. The Equine Veterinary nurse will undergo theoretical and hands-on training on delivering and monitoring advanced anaesthesia in horses.

DUTIES AND RESPONSIBILITIES:

- Monitoring and treatment of inpatients and outpatients.
- Undergo dedicated training in advanced equine general anaesthesia.
- Undergo dedicated training in surgical assistance.
- Assist the WPVH team with setting up of supplies/equipment for procedures as required.
- Assist with diagnostic imaging acquisition (MRI, digital x-ray, ultrasound, endoscopy).
- Assist with lameness examination (trotting, lunging, aseptic preparation of the skin).
- Administer medication under the supervision of the attending Veterinarian.
- Sample collection and laboratory testing (in-house or external laboratory submission) .
- Accurate medical record keeping (EzyVet, VetRadar softwares).
- Storage and stock management of medications and supplies.
- Assist with administrative duties as required.
- Provide excellence in customer service.
- Animal and stable husbandry/management.
- Care and sterilisation (EO, steam autoclave, chemical) of equipment and instruments.



WILLINGA PARK

- Ensure all diagnostic equipment is kept in optimal working condition by adhering to manufacturer care and handling protocols.
- Coordinate routine maintenance and servicing of diagnostic equipment in collaboration with industry representatives and service providers.
- Participate in the after-hours rotating roster to provide reliable on-call coverage for emergency cases. Triage of after-hour calls.



WILLINGA PARK

Requirements and Qualifications

You will have a demonstrated history of working alongside a veterinarian to provide care and treatment to horses. The first and foremost requirement is a genuine love for animals.

- Certificate IV in veterinary nursing Bachelor's degree in Veterinary Technology.
- Have experience in Equine Veterinary Practice.
- Have strong work ethics and team values.

POSITION ATTRIBUTES:

The Equine Veterinary Nurse will need to have the following core attributes:

Excellent Written and Oral Communication Skills

The Equine Veterinary Nurse will be communicating with the public, high profile clients and internal stakeholders whilst building strong relationships across the Willinga Park business. These relationships include both internal and external clients of Willinga Park.

Team Player

The Equine Veterinary Nurse will demonstrate teamwork skills within the Equine Hospital and across all the Willinga Park teams. This includes no office politics by always showing equal respect to your colleagues and team members. As the Equine Veterinary Nurse will have daily interaction with the public, the Equine Veterinary Nurse will need to develop and foster positive internal and external relationships to manage ad-hoc duties and tasks as required to support the WP Vet Hospital team.

Delivery of Service

The Equine Veterinary Nurse must ensure the delivery of service to the public, sub-contractors and clients are attended to in an efficient, timely and professional manner. This involves regular performance reviews to ensure the delivery of service is of a high standard.



WILLINGA PARK

Presentation and Image

The Equine Veterinary Nurse must be professionally presented in the supplied Willinga Park uniform and have a clear understanding that they are always representing the business in a professional manner.

Organisational and Time Management skills

The Equine Veterinary Nurse will have the responsibility of ensuring that all administration tasks i.e. coding of invoices and filing are completed in a timely manner to ensure data and costs are recorded effectively.

Willinga Park Values

The Equine Veterinary Nurse will positively follow the Willinga Park values to ensure the culture is maintained as a family owned, positive and professional business.

Feedback

The Equine Veterinary Nurse will participate from time to time in a feedback process such as 360 degree or a formal review as part of their professional development. The Equine Veterinary Nurse will use this feedback to understand development and learning opportunities associated with their role within the business. Annual reviews will be conducted with your direct manager and Head of Human Resources as well as encouraging live feedback at any time you or your manager feel necessary during your employment. It is expected that the Equine Veterinary Nurse engage in feedback discussions in an open and constructive manner and work together with their manager on genuine opportunities to improve performance.

Confidentiality

The role of the Equine Veterinary Nurse requires handling of sensitive information of all clients of Willinga Park. It is expected that the Equine Veterinary Nurse will not divulge any confidential information to anyone outside of the Equine Veterinary Hospital.

Self-Starter

The role requires a level of autonomy in that the Equine Veterinary Nurse provides support to the Veterinary Hospital Team. Equine Veterinary Nurse will understand the position and create opportunities to better the role with fresh ideas and innovative ways of undertaking it.



WILLINGA PARK

Target Safety – Aim High

All Willinga Park workers have a duty to:

- take reasonable care for their own health and safety.
- take reasonable care that their acts or omissions do not adversely affect the health and safety of other persons.
- comply, so far as they are able, with any reasonable instruction that is given by Willinga Park Management to allow it to comply with its work, health, and safety obligations.
- comply with any reasonable policy or procedure of Willinga Park relating to work health and safety.
- follow all Safe Working Procedures and Safe Work Method Statements relevant to their role.

Risk management

All Willinga Park employees have a duty to identify and assess potential risks that may hinder the reputation, safety, security and financial prosperity of Willinga Park.

- Manage the process of identifying and assessing the risks that could/would affect the business.
- Report and communicate risk issues to Risk Management Committee as soon as possible.
- Implement where appropriate, risk control actions.
- Comply and implement systems, policies, and procedures for the identification of risk.
- Collection, analysis of risk related and compliance information and share with Willinga park employees and management where required.

Employee: _____ Manager: _____

Signature: _____ Signature: _____



WILLINGA PARK

Date: _____ Date: _____