

STATE OF OHIO (DAS)
CLASSIFICATION
SPECIFICATION

CLASSIFICATION SERIES:
Animal Disease Diagnostic Laboratory Director

SERIES NO.:
6598

MAJOR AGENCIES:
Agriculture only

EFFECTIVE DATE:
07/05/2020

SERIES PURPOSE:

The purpose of the animal disease diagnostic laboratory director occupation is to administer overall operations of animal disease diagnostic laboratory & supervise professional & technical staff.

At the managerial level, incumbent administers overall operations of animal disease diagnostic laboratory & supervise professional & technical staff.

This classification is to be utilized at the Ohio Department of Agriculture only.

JOB TITLE

Animal Disease Diagnostic Laboratory
Director

JOB CODE

65981

PAY GRADE

47

EFFECTIVE

07/05/2020

CLASS CONCEPT:

The managerial level class works under direction from agency director & requires extensive knowledge of veterinary diagnostic medicine in order to serve as director of animal disease diagnostic laboratory, administer operations & programs of laboratories & supervises lower-level laboratory section managers, supervisors & technical personnel.

<u>JOB TITLE</u>	<u>JOB CODE</u>	<u>B. U.</u>	<u>EFFECTIVE</u>	<u>PAY GRADE</u>
Animal Disease Diagnostic Laboratory Director	65981	22	07/05/2020	47

JOB DUTIES IN ORDER OF IMPORTANCE: (THESE DUTIES ARE ILLUSTRATIVE ONLY. INCUMBENTS MAY PERFORM SOME OR ALL OF THESE DUTIES OR OTHER JOB-RELATED DUTIES AS ASSIGNED.)

Serves as director of animal disease diagnostic laboratory; administers operations & programs of the laboratory & supervises lab section heads/supervisors & technical personnel e.g. (exercises initiative & autonomy in directing, planning, preparing, coordinating, training, budgeting, purchasing & reporting); administers operations & programs of the laboratory; develops & implements policy, organization & procedures needed to obtain & maintain operations & standards of an American Association of Veterinary Laboratory Diagnosticians (AAVLD) accredited and United State Department of Agriculture National Animal Health Laboratory Network (USDA NAHLN) Level 1 laboratory, & agricultural programs allied thereto.

Administers overall operations of animal disease diagnostic laboratory to include virology, avian, serology, pathology, molecular, toxicology & bacteriology sections; supervises professional & technical staff; develops, implements & maintains laboratory operational standards, policies & procedures sufficient to achieve & maintain quality programs including accreditation by AAVLD and American Association of Laboratory Accreditation (A2LA/ISO 17025) as appropriate; provides direct input & establishes laboratory priorities in areas of budgeting, staffing, programs & resource utilization; provides direct input & makes decisions on facility needs & priorities as relates to capital improvements, renovation, repairs & facility expansion; coordinates and supports professional development & training of laboratory staff.

Consults, coordinates & evaluates laboratory activities with Ohio State University College of Veterinary Medicine (OSU CVM), Ohio Agricultural Research & Development Center (OSU OARDC), AAVLD, other state Diagnostic Laboratories, USDA National Veterinary Laboratories (USDA NVSL), other state agencies (e.g., Ohio Department of Health (ODH), Ohio Department of Natural Resources (ODNR) & Ohio Environmental Protection Agency (OEPA), other divisions of the Ohio Department of Agriculture & appropriate federal agencies; initiates contacts with federal & state agencies for animal & environmental related testing & analytical services; negotiates, implements, & monitors cooperative agreements and grants for services rendered to United States Department of Agriculture (USDA), United States Food and Drug Association (FDA), other state or federal agencies & for testing for infectious agents and toxins in animals, animal tissues and environmental samples.

Acts as liaison with OSU CVM, OSU OARDC, AAVLD, state Diagnostic Laboratories, universities, USDA NVSL other state agencies (e.g., ODH, ODNR & OEPA) to develop programs & achieve common goals; coordinates & participates in training of veterinary medical students (including OSU CVM and other veterinary colleges), veterinary practitioners, field/ inspection staff & technical staff.

Acts in public relations &/or information exchange role (e.g., prepares & presents speeches to industry groups, state & federal agencies, educational institutions or related facet of agriculture); represents agency pertaining to ODA's laboratories; attends meetings; serves as agency representative at regional & national conferences & at ad hoc committee meetings; plans & coordinates divisional, interdivisional, agency & inter-agency meetings & conferences; provides technical assistance to agency field staff on a statewide basis.

MAJOR WORKER CHARACTERISTICS:

Knowledge of veterinary diagnostic medicine; microbiology; histopathology; pathology; toxicology; virology; general management; state & federal regulations applicable to practice of veterinary medicine & diseases in livestock, food borne illness of animal origin in humans; supervisory principles/techniques; public relations; employee training & development; manpower planning; research techniques. Ability to write instructions & specifications concerning inspection & veterinary procedures; develop good rapport with government officials, industry representatives & professional level specialists; resolve complaints from general public, government officials & livestock industry representatives; prepare & deliver speeches before specialized audiences & general public.

(*)Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:

Doctor of Veterinary Medicine (DVM) or equivalent; advanced degree in relevant field of study (i.e., Pathology, Microbiology, Toxicology, Virology); 5 years veterinary diagnostic laboratory or relevant experience; 5 years of director/supervisor experience (i.e. practice management, regulatory/policy, finance or quality management); 12 months training/experience in state & federal laws regarding veterinary medicine; 12 months training/experience in employee training & development; must provide own transportation.

OR

Doctor of Veterinary Medicine (DVM) or equivalent; PhD with specialty board certification; 5 years veterinary diagnostic laboratory or relevant experience; 5 years of director/supervisor experience (i.e. practice management, regulatory/policy, finance or quality management); 12 months training/experience in state & federal laws regarding veterinary medicine; 12 months training/experience in employee training & development; must provide own transportation.

NOTE: Qualification requirements are set by American Association of Veterinary Laboratory Diagnosticians (AAVLD) for accreditation.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:

Not applicable.

UNUSUAL WORKING CONDITIONS:

Not applicable.