



JOB ANNOUNCEMENT

ANIMAL CARE TECHNICIAN

The Rockingham-Harrisonburg SPCA is seeking an Animal Care Technician. The animal care technician ACT is one of the most critical positions within our organization. ACT team staff are responsible for the daily husbandry, medical, and behavioral needs of the animals in our care. In addition to thorough daily cleaning of the kennels and engagement with the dogs, the Animal Care Technician also interacts regularly with staff, volunteers, and the public providing counseling to potential adopters. The ideal candidate is a highly motivated, team player, who enjoys working independently in a fast-paced environment. Knowledge of animal breeds and behavior is helpful.

About the R-H SPCA: Located in Harrisonburg, Virginia the R-H SPCA is a private non-profit animal welfare organization with impoundment contracts for the City of Harrisonburg and Rockingham County. We receive on average 2,500 animals a year and are striving to create positive outcomes for the animals that come into our care.

You can submit resume and/or completed employment application in the following ways:

In Person:

2170 Old Furnace Rd.
Harrisonburg, VA 22802

Via Email:

alenz@rhspca.org

JOB DESCRIPTION

JOB TITLE: ANIMAL CARE TECHNICIAN

DEPARTMENT: Animal Care Team

ACCOUNTABILITY: Animal Care Manager

FUNCTION: Under direct responsibility of the Animal Care Manager, the Animal Care Technician's primary responsibilities include animal care and husbandry functions, engagement with potential adopters and volunteers and general cleaning functions.

DUTIES AND RESPONSIBILITIES

General:

1. Perform duties in a manner which encourage attainment of R-H SPCA goals.
2. Work courteously and cooperatively with the staff, volunteers, fosters, adopters, partners and donors to ensure that all R-H SPCA policies and procedures are followed and new ones implemented successfully.
3. Ensure quality care and humane treatment for the animals owned by the R-H SPCA.
4. Participate in meetings with other staff members and shares ideas and suggestions designed to improve working conditions, welfare of pets and the organization.

Animal Care & Husbandry:

1. Responsible for cleaning and disinfecting of animal areas, equipment, general facilities cleaning and laundry per operational guidelines.
2. Practice safe and humane treatment of animals with interactions geared towards improving adoptability of the animals.
3. Provide for the medical and behavioral needs of the animals as instructed.
4. Provide proper care and feeding of pets in assigned area as directed by Standard Operating Procedures.
5. Stock supplies throughout the shelter and notify appropriate staff of supply needs
6. Ensure that the kennel environment is safe for animals and people. Notify appropriate staff of repairs and maintenance needed on premises and assisting with such repairs and maintenance as needed.
7. Notify appropriate staff of the health, behavioral and safety concerns of animals being cared for. Monitor and report changes in disposition and health daily to appropriate staff.

Volunteer Management and Development

1. Assist and monitor volunteers and share knowledge with them.
2. Promote positive reinforcement training techniques.
3. Communicate with Volunteer Coordinator regarding ways to best utilize volunteer time.

Communication:

1. Facilitate client/animal interactions to ensure a safe and pleasant experience.
2. Provide counseling and matchmaking between prospective adopters and animals.
3. Inform clients of adoption processes and animal availability. Discuss animal's behavioral history with potential adopters.
4. Provide excellent people service and engagement to staff, volunteers, and the general public alike.
5. Communicate effectively, written and orally, to ensure pertinent information is exchanged in a productive and professional manner.
6. Proficient with email and ability keep themselves abreast of new information shared via email.

Flexibility in scheduling is a must. This position will include weekend and holiday work.

This job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee. Duties, responsibilities and activities may change at any time with or without notice.

TRAINING AND EXPERIENCE

High school diploma or equivalent preferred.

Previous experience working with animals is preferred but not required.

PHYSICAL REQUIREMENTS:

Ability to lift 35 lbs., stand for long periods of time, move quickly, work with and around animals (including diseased, injured and/or potentially aggressive animals), loud noises, chlorine or other chemicals, inclement weather along with evening, weekend and holiday work times.

COMPENSATION

This is an hourly position offering starting rate of \$10/hr.

NATURE OF EMPLOYMENT

There is no minimum period of employment guaranteed or implied by acceptance of an offer of employment. It is the policy of the R-H SPCA that employment for this position is at will, which means that employment for no specified term and the employee or agency may terminate that employment at any time without cause. This job description serves as a guide.

Employee Signature

Date