

Humane Animal Rescue Job Description

Title: Veterinarian
Department: Medical
Reports to: Medical Director
FLSA Status: Exempt/Full-time
Date Revised: January 2018

SUMMARY

This is a combined position in shelter medicine, clinical medicine, and surgery. Responsible for surgical and medical care for shelter and owned animals, as well as wildlife through the Wildlife Center as needed. Veterinarians are primarily scheduled at the East End or Northside. Variable work schedule, including weekend rotation. Breakdown is approximately 30% surgical, 30% clinical, 30% shelter, and 10% administrative.

PRINCIPAL ACCOUNTABILITIES

- Maintain up-to-date knowledge of shelter animal health protocols, surgical procedures and companion animal health issues. Ensure compliance with Humane Animal Rescue (HAR) approved standards and national guidelines. Ensure that all state and federal laws, state regulations, and veterinary accepted standards regarding clinic operations, the practice of veterinary medicine, drug control and animal care and handling are adhered to.
- Help develop and implement protocols for superior veterinary care and disease control.
- Perform surgical sterilization of owned and shelter animals, including pediatric and HQHVSN (high-quality, high-volume spay-neuter).
- Perform veterinary medical and surgical procedures, including dentistry, appropriate for the care of shelter animals, owned animals, and wildlife; administer treatments, including vaccinations, when needed to ensure the health of shelter animals; prescribe and administer medications and anti-parasite treatments; perform diagnostic procedures.
- Perform all necessary client-requested euthanasia according to established protocols.
- Coordinate with local veterinarians and clinic/shelter professionals to promote positive and productive relationships.
- Establish and maintain medical record and drug use logs to standards of veterinary and sheltering practices; ensure that records are in order and complete.
- Allow for scheduling flexibility to cover for emergencies (i.e. staff veterinarian call off on a fully scheduled clinic and/or surgery day).
- Serve as positive mentor to veterinary technicians, veterinary technician students, pre-vet student volunteers, and veterinary student externs.
- Assist in training staff.
- Maintain positive relationships with co-workers, managers, directors, clients, and stakeholders.
- Ensure confidentiality of employee, client, and animal information.
- Perform other duties as assigned.

QUALIFICATIONS

- Outstanding customer service skills - ability to handle customers with tact and diplomacy in sensitive or stressful situations.
- Detail-oriented and ability to multi-task and work under pressure.
- Outstanding interpersonal skills with ability to build relationships.
- Excellent organizational and time-management skills.
- Excellent communication skills.
- Ability to develop and maintain rapport with public and staff.
- Ability to relay medical information to different audiences.
- Analytical and problem solving skills.
- Ability to work with a diverse workforce.
- Proficient in MS Office.
- Experience with shelter software a plus.

Work Environment:

While performing the duties of this job, the employee could be exposed to hazards associated with aggressive animals; hazards associated with infected animals and controlled substances; exposure to unpleasant odors and noises; exposure to bites, scratches, and animal wastes; possible exposure to contagious diseases. The employee will primarily be working in the shelter environment. The noise level in the work environment is usually moderate.

Physical Demands:

While performing the duties of this job, the employee is required to bend, stand, stoop, walk, sit, talk, listen, hear; use hands to finger, manipulate, handle, or feel; reach with hands and arms. The employee must be able to lift and/or move up to a minimum of 50 pounds.

Safety & Health Program:

This position is expected to cooperate in all aspects of the shelter's Safety & Health program. This requires that all employees must:

- Report all accidents, hazardous conditions, or other safety and health concerns to their supervisor immediately.
- Wear required personal protective equipment. No exceptions.
- Participate in Safety Committee activities and support Safety Committee membership.

Travel:

Limited travel as necessary.

Required Education and Experience:

- Doctorate: Veterinary Medicine (Required)
- Current Veterinary License to practice in state of Pennsylvania (or ability to obtain)
- Valid driver's license
- USDA APHIS Certified (or willingness to enroll in certification)

Preferred Education and Experience:

Prior shelter experience preferred

ACKNOWLEDGMENT OF RECEIPT:

DATE:
