



Job Title: Feline Care Technician

Category: Nonexempt, Part-Time Position
(35 hours per week)

Schedule: Tuesday through Saturday, 8:00 am – 3:30 pm

Status: Immediate Opening

Basic Function: The Feline Care Technician (FCT) oversees the care, cleanliness, welfare, general health, and shelter living environment of the felines and small companion animals residing in the FCT's assigned rooms. FCT will also be responsible for important general tasks that contribute to the smooth operation of the shelter.

Responsibilities:

- Clean and maintain all animal cages and general areas of each assigned room as dictated by shelter-industry protocols
- Feed and provide water for all animals in assigned rooms
- Provide daily enrichment for animals on a rotating basis
- Monitor the daily health and welfare of all animals (signs of illness, lack of appetite, weight loss, or failure to thrive) in assigned rooms and provide daily written and verbal updates to appropriate staff
- Administer medicines as approved by appropriate staff
- Assist with documenting, screening, and the initial care of incoming animals
- Periodically clean public areas as assigned
- Complete other duties and/or special projects as requested by Director of Shelter Operations

Organizational Relationships:

- Report to Director of Shelter Operations
- Work closely with Feline Coordinator and Medical Care Coordinator to monitor and implement prescribed health protocols
- Work closely with Feline Coordinator to assist with documentation and preparation of incoming animals

Qualifications:

- Passion and respect for companion animals
- Attentive, diligent, and solid work ethic
- Strong interpersonal, writing, and communication skills
- Organized, detail oriented, and able to multi-task and complete work in a timely and professional manner
- Able to work as part of a team in a shelter setting as well as work independently
- Flexible to periodically work additional hours to cover staff vacation and/or sick leave periods
- Able to work in conditions that include exposure to unpleasant odors, allergens, loud noises, some chemicals, fleas, ticks, and other potentially zoonotic diseases
- Commitment to Second Chance Animal Center mission

Benefits:

- Prorated, paid vacation and sick leave. Paid holidays.
- Discounted animal care services and products
- Work with enthusiastic and passionate staff
- Initial compensation at \$10.50 per hour

Please EMAIL letter of interest, resume, and three references to Shona Ross (Director of Shelter Operations) by WEDNESDAY, July 11th 2017: sheltermanager@wildblue.net.

Please, no calls.