



Position Title: Animal Protection League Part-Time / Relief Veterinarian
Classification: Regular, Part-time/On Call
Date: July 2019
Salary: Competitive

Summary:

The Animal Protection League Shelter Veterinarian helps design and implements best practices in humane population management and high-quality veterinary medical and surgical care for the animals at the Stockton Animal Shelter. This position reports to the Animal Protection League and works collaboratively with the Stockton Animal Shelter management and staff.

Essential Duties and Functions: *This job description reflects the assignment of essential functions: it does not prescribe or restrict the tasks that may or may not be assigned.*

Veterinary Medical Care

- In collaboration with other Animal Protection League Veterinarians, and the Shelter Manager, design and implement medical and general care protocols for the health and well-being of shelter and foster animals housed at Stockton Animal Shelter.
- Tend to all health and related aspects of care for shelter animals at the Stockton Animal Shelter, including but not limited to, vaccinations, administration of medication, testing, medical evaluations, humane health care, euthanasia and disease prevention in the shelter.
- Perform surgical procedures on shelter animals, as needed (for example, spay/neuter, hernia repair, tumor removals and ocular procedures).
- Lead daily medical rounds and organize treatment plans for shelter animals.
- Offer consistent leadership and coaching for the medical care team and all animal shelter staff, and sustain a strong commitment to teamwork, high professional standards and continuing development among all shelter employees.
- Comply with all laws pertaining to controlled drugs.
- Enhance professional knowledge and skills.
- Participate in medical rounds during shelter medicine shifts.
- Maintain surgical and medical records.
- Work cooperatively across departments and with SAS shelter partners.
- Perform other duties as assigned and assist with special projects as needed.

Accurate Reporting & Documentation

- Ensure medical record keeping is up to date and completed accurately and appropriately
- Maintain Chameleon database to ensure accurate recording of medical records on computerized patient charts (including, for example, treatments, examinations, test results, surgeries and outcomes) and other records as may be required by local and state laws.
- Provide lead direction to staff in regard to medical treatment plans and medical records and ensure that medical summaries are properly prepared for animals requiring additional documentation.
- Ensure compliance with applicable laws, including those pertaining to controlled drugs.

Administrative Duties

- Act as a liaison between departments as needed.
- Collaborate with shelter management and staff to ensure proper collection of data.

Client and Community Services

- Investigate and respond to medical concerns and complaints internally and externally, and report results.
- As requested by Supervisor provide internal and external community veterinary education.

Communication

- Ensure decisions, policies and procedures are effectively communicated.
- Facilitate good working relationships through teamwork and collaboration.
- Maintain effective communication with staff through daily contact in scheduled meetings, daily medical rounds, informally or in writing as needed to coordinate and direct medical functions of the Shelter Medicine.

Safety

- Ensure a safe work environment by following all safety guidelines and modeling safe work practices.
- Take immediate action to address any safety concerns that could put a staff member, volunteer, customer, animal, or the organization at risk
- Maintain a clean, healthy, and sanitary work area; follow all pest and rodent control protocols

Volunteers

- Work cooperatively with all volunteers and recognize the talent and commitment they bring to the Animal Protection League and the Stockton Animal Shelter.

Diversity and Inclusiveness

- Work effectively with individuals and colleagues from diverse communities and cultures.

Reporting Relationships and Contacts:

- Reports to the Animal Protection League and Shelter Management.

Physical Requirements and Work Environment:

- Regularly stands, bends, stoops and crouches while seeing patients.
- Regularly performs spay and neuter surgeries.
- Frequently lifts, carries animals weighing up to 50 pounds.
- Frequently exposed to animals under stress.
- Regularly sits at computer stations and operates electronic equipment.
- Consistently exposed to animals in the workplace and animal allergens under conditions with limited alternatives available.

Education and Experience:

- Graduated from an accredited veterinary medical college – DVM or equivalent.
- Licensed to practice in the State of California.
- Experience in high volume spay/neuter clinic and/or post graduate surgical training.
- Experience with Shelter Medicine and herd health preferred.

Knowledge, Skills and Abilities:

- Commitment to the mission, values, goals, and success of the Stockton Animal Shelter and the Animal Protection League.
- Demonstrated aptitude in clinical medicine and surgery.
- Experience in animal welfare and shelter operations a plus.
- Outstanding written and verbal communication skills.
- Ability to communicate effectively, verbally and in writing in a diverse range of audiences and settings
- Excellent communication skills including ability to mediate conflicts and give/receive feedback.
- Working the hours necessary to accomplish targeted responsibilities.
- Delegating responsibility, achieving and measuring results with team members.
- Practices excellent quality medicine and upholds the veterinary code of ethics.

Salary and Benefits

The starting salary for this position depends on the depth and breadth of experience. Regular, fulltime positions are eligible for benefits package including paid time off, medical, dental and vision insurance and non-employer contributing 401K.

The Animal Protection League requires pre-employment drug testing and background check. The Animal Protection League is an at-will employer.

I have reviewed this job description and I understand all my job duties and responsibilities. I am able to perform the essential functions as outlined. I understand that my job may change on a temporary or regular basis according to the needs of my location or department without it being specifically included in the job description. If I have any questions about job duties not specified on this description that I am asked to perform, I should discuss them with my immediate supervisor or a member of the Human Resources staff.

I further understand that future performance evaluations and merit increases to my pay are based on my ability to perform the duties and responsibilities outlined in this job description to the satisfaction of my immediate supervisor. I have discussed any questions I may have had about this job description prior to signing this form.

EMPLOYEE PRINTED NAME

EMPLOYEE SIGNATURE

DATE

SUPERVISOR SIGNATURE

DATE