

Animal Care Team Member Tier II: Job Description  
PAWS & More  
Washington, IA

Animal Care Team staff provide hands-on, direct care for animals and the facilities of PAWS & More.

Examples of daily duties for all levels of Animal Care Team staff include:

- Animal care and handling, such as walking, feeding, watering, bathing, grooming, or other related tasks.
- Follow safety protocols in all tasks including the use of cleaning products and veterinary medications.
- Assist with veterinary care as assigned such as administering treatments via oral, injection, or topical methods.
- Documentation of treatments administered.
- Clean and disinfect facilities, kennels, cages, equipment, and other assets as assigned.
- Report to work on time as assigned.
- General facility upkeep and organization.
- Deal with the public with a friendly attitude.
- Participate in meetings and professional development as assigned by the shelter director.
- Works collaboratively with the shelter executive director and other team members to achieve shelter goals.
- Other duties as assigned.

In addition to duties above, Team II staff will:

- Coordinate scheduling for spay/neuter program and other veterinary care.
- Assist with transportation of animals.
- Participate in the on-call rotation to provide off-hours animal support.
- General 32 hours per week availability.
- Lead in front desk communications with the public.
- Provide adoption counseling.

Requirements:

- Willingness to cross-train and work in a team environment.
- Ability to manage larger, active animals weighing up to 135 pounds.
- Ability to lift up to 40 pounds.
- Significant standing, reaching, twisting, pushing, and pulling.
- Willingness to greet the public in a friendly manner, representing the shelter and its values.
- Ability to read English, taking and interpreting messages and instructions.
- Valid Iowa driver's license.
- Technology skills to include email, phone, Facebook and others.

Desirable:

- Associate's degree or equivalent skills in communication and basic mathematics desirable.
- Education in veterinary technician or veterinary assistant highly desirable, or equivalent experience.

Wage range: \$12.00-\$15.00 per hour

Adopted: February 23, 2022