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COUNTY OF BERNALILLO
invites applications for the position of:

Animal Care Services Veterinarian

JOB DESCRIPTION NUMBER:	P890
JOB TYPE:	Full Time Regular (FR)
GRADE:	UC
LOCATION:	1136 Gatewood Avenue SW, Albuquerque
DEPARTMENT:	Animal Care
NUMBER OF VACANCIES:	1

POSITION SUMMARY & DUTIES RESPONSIBLE:

POSITION SUMMARY

Under the direction of the Animal Care Services Director, oversees all medical care of animals maintained at the Bernalillo County Animal Care and Resource Center. Performs the work of a professional veterinarian providing humane veterinary services, emergency treatment, husbandry, spay/ neuter and other surgical functions to a variety of shelter and public animals. Sets operational medical protocols based on best practices in shelter management and herd maintenance. Performs euthanasia, manages and supervises veterinary personnel, coordinates assigned activities with other department sections, outside agencies and the general public and provides highly responsible and complex staff assistance to the Director of BCACS.

MAJOR DUTIES AND RESPONSIBILITIES SUMMARY

1. Oversees overall direction for the day-to-day operations for medical care for all shelter animals, to include management and supervision of personnel, staffing, hiring and recommendations/decisions, training, assigning and evaluating work and administering disciplinary actions as needed.
2. Recommends, develops, implements and establishes section priorities for policies, procedures, long and short term goals and objectives, work standards and training sessions in the areas of shelter best practices, herd management, maintenance and operations, animal care, behavior, enrichment, medical health, treatment and disposition.
3. Participates in the development, justification and administration of the sections annual operating budget; provides data and assists in forecasting additional funds needed for staffing, equipment, materials and supplies; assists in the monitoring of and approval of expenditures for medical area.
4. Conduct high volume shelter spay/neuter surgeries (including pediatric); manage all aspects of the procedures including anesthesia and post-operative care of the patient.
5. Diagnose and treat medical conditions; animal sickness and injury; monitors health of facility animals and determines appropriate medical care, health protocols, vaccine and surgery schedules, and readiness for transfer and recommendations for euthanasia.

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6. Prescribes and administers medicine to animals and monitors the administration of drugs by trained staff. Oversees, reviews and approves orders for drugs and controlled substances; ensures inventory of controlled substance and other drugs are maintained, logged, secured and expired drugs are destroyed as per federal, state and county laws.
7. Develop, implement and deliver an on-going training program in humane animal care and handling, zoonosis, diseases identification and prevention, behavior, breed identification, first aid and safety.
8. Assist animal care enforcement section in complex field investigations involving neglect and cruelty of animals, prepare reports and testify in court as expert witness.
9. Manage and monitor the euthanasia program; performs or assists in the performance of humane animal euthanasia procedures; concurs with staff euthanasia recommendations; ensures safe and humane handling of animals during procedure.
10. Provide treatment programs tailored to individual animal needs and special physiological, anatomical or behavioral requirements
11. Provide nutritional consultation through physical examinations, laboratory testing and evaluation of nutritional content of diets.
12. Maintain individual animal and group medical records; pharmacy inventory, pathology records and veterinary reference library.
13. Maintain inventory of medical supplies; ensure adequate maintenance of medical equipment and schedule repairs or recommend replacement.
14. Evaluate animal health and nutritional status of sheltered animals on a daily basis and provide consultation to management regarding well animal husbandry and care. Receive and evaluate staff concerns regarding animal health; recommend veterinarian treatment as indicated under national shelter standards and guidelines of the veterinary professional.
15. Perform pre-examinations prior to surgery.
16. Evaluate, provide treatment and supervise care for neonatal animals that require human rearing or intervention.
17. Perform anesthesia using a wide variety of anesthetic agents and techniques for diagnostic and surgical procedures; perform immobilization or tranquilization of aggressive or dangerous animals.
18. Monitors progress of all patients treated at BCACS and ensures accurate record keeping, maintains statistical information, compiles related data, and prepares complex reports.
19. Conduct and evaluate treatment plans, disease control measures, vaccination protocols, nutrition and feeding protocols, parasite control measures, preventative medicine procedures, emergency evaluation, treatment and procedures, pre-adoption exams and disaster response medical procedures.
20. Promotes safety and OSHA requirements in the workplace; responsible for SDS compliance and coordinates with Risk Management to ensure compliance with safety requirements and the utilization of best practices in the workplace.
21. Serve as the department's liaison for public relations for all medical related information. May present training programs to the public relating to animal care, behavior, health and maintenance.
22. In the absence of the Director, may supervise and monitor a variety of activities at the BCACS resource center performed by other sections.
23. Performs duties of lower level classifications, as needed in emergent situations, to provide adequate coverage and customer service; works as a team with department staff to ensure cross functionality and back up support as needed.

****The above information on this job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all***

duties and responsibilities required of all employees assigned to this job.

MINIMUM QUALIFICATIONS:

1. Must possess a Doctor of Veterinary Medicine Degree (DVM) from an accredited school of veterinary medicine and be licensed to practice veterinary medicine in the State of New Mexico or meet the Licensing requirements under the New Mexico Board of Veterinary Medicine to practice veterinary medicine in the state of New Mexico, plus four (4) years of professional veterinary experience. Previous experience in a shelter environment preferred. Surgical sterilization experience of rabbits and experience in the care and treatment of livestock a plus.
2. Must be able to possess and maintain a substance control license from the DEA in order to administer and store drugs being utilized within the facility and in field.
3. Must be licensed as a Euthanasia Technician and certified as an Euthanasia Instructor in the state of New Mexico or be able to obtain a licensure.
4. Experience in high quality high-volume surgical sterilization of dogs and cats.
5. Knowledge of state and local animal care laws and statutes.
6. Advanced knowledge of progressive shelter management principles, practices and techniques such as organizing and managing various staff, developing schedules and identifying critical community animal care needs.
7. Knowledge of state euthanasia rules and regulations, certification and licensing and controlled substance licensing and maintenance requirements.
8. Knowledge of operations, services, concepts, terms and activities common to a comprehensive, state-of-the-art animal care sheltering medical program.
9. Must have knowledge in budget management, be proficient in computer operations and database techniques.
10. Comprehensive knowledge of tools and equipment used in humane treatment, handling and evaluation of animals within a sheltering environment.
11. Working knowledge of behaviors, and handling of domestic animals, and livestock.
12. Ability to euthanize injured or sick wildlife.
13. Must have the ability to make sound judgments and use discretion in applying and interpreting department policies and procedures and in planning, assigning, directing and evaluating areas of responsibility and the work of employees
14. Must have the ability to communicate effectively in both oral and written English. Bilingual (Spanish) communication skills a plus.
15. Must have the ability to analyze and assess reports, programs, policies and operational needs and make appropriate adjustments, and to assist in the development and administration of department goals, objectives and procedures.
16. Must have exceptional public relations skills with the ability to establish and maintain effective relationships with staff, subordinates, County officials, and the general public.