



**Charleston Animal Society (CAS)
POSITION DESCRIPTION**

<u>Dept./Division:</u>	<u>Hospital Care</u>
<u>Title:</u>	Spay/Neuter Veterinarian
<u>Supervisor/Title:</u>	Chief of Veterinary Officer
<u>Direct Reports:</u>	None
<u>Working Relationships:</u>	Clinic Directors, Senior Management Staff, Veterinarians, Surgical Staff, Licensed Vet Techs, the Community as needed, Volunteers, and various work groups.
<u>Compensation:</u>	Exempt; Full-time, commensurate with experience and qualifications.
<u>Job Summary:</u>	Reporting to the Chief Hospital Administrator, this position supports the Animal Society in achieving the mission and vision through driving the goals and achievements of the Sam Greer Spay/Neuter Clinic, Simon Greer Mobile Spay/Neuter Clinic. The primary focus will be ensuring spay/neuter goals are met through the daily sterilization of all surgical patients. The quality of patient care is first and foremost. This also includes the maintenance of preventive health programs and medical protocols and ensuring clinic staff are adhering to the proper peri-operative care of the patients. Must be open to periodically working on the spay/neuter mobile unit which will travel throughout the state of South Carolina. The ideal candidate will be a person of integrity, loyalty, and who has the capacity for hard work, perseverance, and resiliency.

<u>Key Responsibilities:</u>	<ol style="list-style-type: none"> 1. Performs efficient and effective high-volume, high-quality (HVHQ) spay and neuter aiming at approximately 3,800 or more spay and neuter procedures annually. (Primary Focus; Human Alliance Model). 2. Examine animal pre-op to determine their ability to undergo surgery. 3. Examine animals, supervise post-op rechecks, and oversee order of medical treatments as necessary to ensure complete surgical recovery. 4. Inoculate animals and provide recommendations for follow up care (this may consist only of referring client/patient to their regular veterinarian if an owned animal). 5. Supervise cleaning program for prevention of infectious/zoonotic disease. 6. Continue research and maintenance of safe and efficacious medical protocol regarding anesthesia and surgery. 7. Supervise handling and recording of controlled substances by Medical Records Technicians. 8. Actively promote spay and neuter, and educate clients on responsible animal ownership. 9. Actively support associate staff and volunteers, and promote the development of skills related to the advancement of our goals and mission. 10. Mentor and teach veterinary students and visiting veterinarians in the tenants of spay/neuter and shelter medicine. 11. Represent the Charleston Animal Society in a professional and courteous manner at all times. 12. Provide quality service to clients, volunteers, and staff recognizing their individual contributions to the success of our organization. 13. Participate on committees and special projects as assigned. 14. Other duties as assigned. <p>OTHER DUTIES AND RESPONSIBILITIES:</p> <ol style="list-style-type: none"> 1. Effectively “team lead,” displaying a positive attitude and acting as a motivating force for all staff members. 2. Provide input and communicate any issues regarding the clinic’s disease control protocols, surgical protocols, or other medical issues at regular Veterinarian meetings or with the Chief Veterinary Officer. 3. Ensure clinic staff members are adhering to proper peri-operative care of patients. 4. Communicate any issues concerning staff or patients with Clinic Veterinarians. 5. Provide medical and/or surgical support for animals within the Society’s sheltering system under the direction of the Chief Veterinary Officer and with the support of the Clinic Directors.
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	<ol style="list-style-type: none"> 1. Client Education: <ol style="list-style-type: none"> a. Must also be able to communicate basic veterinary concepts to owners and be able to repeat information relayed by other veterinarians. b. Will be asked to take medical histories for surgical rechecks. c. Communicate with the public on a daily basis in a professional manner, if needed. 2. Animal Handling: <ol style="list-style-type: none"> a. Will be asked to handle (on average) 50 dogs and/or cats per day. Occasionally other species. b. Must be able to learn characteristics of animal behavior (for example: be able to identify aggressive or fearful behavior). c. Must be able to use appropriate safety equipment for fractious or feral animals – the use of safety equipment is mandatory. d. Must possess excellent reflexes. e. Should be able to identify own limitations and be willing to ask for help. f. Must become proficient at animal restraint for various procedures. 3. Physical Requirements: <ol style="list-style-type: none"> a. Must be able to work standing or sitting for 8 or more hours. b. Able to lift and carry up to 50 lbs repeatedly throughout the day with help. c. Must be able to bend and kneel repeatedly. d. Must be able to see fine detail in a variety of situations. e. Must have adequate hearing including ability to distinguish changes in pitch. f. Must have reasonable degree of agility to move through tightly cramped areas in various situations. g. Must have acceptable sense of touch and smell. h. Must have good range of motion in joints especially wrist, knees, elbows. i. Must have good range of motion in your back for instance twisting. j. Must be able to work in potentially extreme environmental temperatures. k. Must have acceptable sense of balance. l. Must be able to work and reach on hands and knees. m. Must possess excellent hand-eye coordination. n. May be asked to move large oxygen tanks. o. Must possess an acceptable degree of dexterity in hands and fingers. p. Must have good vision including peripheral vision, fine detail, distance, depth perception and ability to focus. 4. Other Requirements: <ol style="list-style-type: none"> a. Able to respond quickly to a variety of medical situations (with training). b. Able to cope with death either due to surgical complication or euthanasia. c. Ability to rapidly and accurately process information. d. Ability to delegate tasks. e. Ability to cope with frustrating situations and remain calm. 5. Potential and Prolonged Exposures: <ol style="list-style-type: none"> a. Prolonged exposure to various aqueous solutions including but not limited to dish soap, chlorhexidine and Rescue disinfectant. b. Prolonged exposure to isopropanol, hydrogen peroxide. c. Potential exposure to formalin solution. d. Potential/Prolonged exposure to isoflurane gas. e. Prolonged exposure to quaternary ammonium cleaners and bleach. f. Prolonged exposure to pressurized steam. g. Potential exposure to sharps including needles and surgical blades.
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<p><u>Qualifications:</u></p>	<ul style="list-style-type: none"> ● Must be a licensed Veterinarian in the State of South Carolina. ● Prefer a minimum of 3-5 years of proven veterinary and surgical experience in High Volume, High Quality (HVHQ) Spay/Neuter practice or shelter and success in working with a solid team. ● Must thrive in a multi-tasking, fast paced and dynamic environment.
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	<ul style="list-style-type: none"> ● Ability to think strategically and deploy vision through change management. ● Highly emotional intelligent leader. ● A solid understanding of animal sheltering and animal welfare. ● Collaborative team player with exemplary interpersonal skills. ● Ability to represent Charleston Animal Society to a wide and varied audience. ● Ability to work with shifting priorities and in an organization, which is highly visible in the community. ● Flexibility to work outside normal working hours including evenings and weekends. ● Willingness to continue education/training in emerging areas. ● Excellent written and verbal communication skills with an enthusiastic commitment to working in a high functioning team. ● An ability to clearly articulate Charleston Animal Society’s mission, the work it does and the unique opportunities Charleston Animal Society presents for philanthropists. ● High degree of personal organization and self-management. ● Excellent social and interpersonal skills, able to operate with diplomacy, tact and empathy. ● Ability to take initiative and work well in a deadline-oriented environment with persistence and follow-through to project completion. ● Ability to make spur-of-the-moment decisions based on organizational needs and unexpected changes, interruptions, or other urgent matters. ● Ability to work effectively under stress and adhere to tight deadlines. ● Knowledge of issues, concerns and challenges facing animal welfare organizations and HVHQ Hospitals. ● Demonstrated personal credibility and ability to lead others with honesty and integrity.
<u>Additional Information</u>	<ul style="list-style-type: none"> ● Valid driver’s license required. ● Occasional travel throughout Charleston County, and occasionally the State and Nation. ● Must be a self-guided individual requiring minimal supervision. <p>Charleston Animal Society is an equal opportunity employer. Qualified candidates will be considered without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, religion, or veteran status.</p>
<u>Schedule:</u>	Primary schedule may include weekdays and/or weekends, including evenings, as appropriate.
<u>Working Area:</u>	Charleston Animal Society and other venues as necessary.

Job Description Approved by:

Position Authorized by:

Employee Review & Acceptance:

Date: _____

Date: _____

Date: _____