



<b>Job title</b>	<i>Part-time Animal Care Technician</i>
<b>Reports to</b>	<i>Director of Education and Community Programs</i>
<b>Salary</b>	\$12.00/hour

## Job Purpose

The purpose of this role is to care for exhibit animals at Asbury Woods. The technician will work with education department staff to ensure that animals are cared for each day, monitor animal health, organize animal care activities, and maintain animal care supplies. They are also responsible for communicating to education staff when additional care or maintenance is needed. Hours are flexible but animal care on most Saturdays is required and must work at least 3 days per week.

## Duties and responsibilities

- Ensure that animals are cared for daily including feeding, cleaning, and enrichment
- Update feeding schedules and instructions, as needed
- Communicate with staff regarding animal care
- Monitor animal care supplies
- Purchase new supplies when needed
- Keep track of animal health and trends
- Coordinate animal vet visits when needed
- Communicate to education staff when additional animal care or maintenance is needed
- Keep current on best practices for the care of animal species living at Asbury Woods

## Qualifications

- At least 1 year of experience caring for a variety of animal species including reptiles, amphibians, and mammals
- Good communication skills
- Good organization skills
- Comfortable working with a variety of animals including mammals, amphibians, reptiles, and insects

## Working conditions

This position has several special working conditions which include, the ability to handle a variety of animal species, being comfortable cleaning animal waste and handling worms and insects, lifting up to 30 lbs, and the ability to climb a step stool.

## Position Specifications

AMERICANS WITH DISABILITIES ACT STATEMENT:

External and internal applicants, as well as position incumbents who become disabled, must be able to perform the essential job functions of the **Animal Care Technician** position either unaided or with the assistance of a reasonable accommodation to be determined by the organization on a case by case basis.

### **Physical demands**

1. Standing for extended periods of time.
2. Heavy lifting from 15-50 pounds
3. Some carrying up to 50 pounds
4. Manual dexterity to use hand tools
5. Ability to handle a variety of animal species
6. Ability to clean animal enclosures including scrubbing and the use of hoses

### **Temperament**

1. Ability to work as a member of a team
2. Must be courteous to public and co-workers
3. Must be cooperative, congenial, service oriented, and promote these qualities at Asbury Woods
4. Must be able to respond to directions and accept constructive feedback
5. Must be able to handle unexpected situations as they occur

### **Cognitive Ability**

1. Ability to plan feeding schedules
2. Ability to plan ahead for seasonal changes
3. Ability to follow verbal and written directions
4. Ability to read and respond to written correspondence
5. Ability to listen to others on the telephone and in person
6. Ability to complete assigned tasks with minimal supervision
7. Ability to read and write
8. Ability to use correct grammar, sentence structure, and spelling
9. Ability to compose clear, concise sentences and paragraphs
10. Ability to work independently and make work-related decisions
11. Ability to exercise good judgment in prioritizing tasks and problem solving
12. Ability to communicate effectively

## **Sensory ability**

1. Visual acuity to observe animals, read correspondence and computer screen
2. Auditory acuity to be able to use a telephone
3. Ability to speak clearly and distinctly

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Review Date: 6/13/24