



## **Part-Time Animal Care Assistant**

Under the direction of the Centre Manager or designate, the Animal Care Assistant will assist in the provision of a broad range of animal welfare programs, best practices and protocols that form part of the animal welfare mandate of the SPHS. The Animal Care Assistant will take-on departmental functions that ensure the health and well-being of the animals that come under the care of the SPHS.

The values that are the basis of this organization are that all animals deserve to be treated with respect, dignity, empathy and compassion. All animals have an intrinsic value in improving the quality of life of an individual, family and community. And, public education on the humane treatment of animals leads to a more civil society and a better world.

Responsibilities include best efforts to ensure the health, wellness and welfare of all animals within the Centre at all times, following strict cleaning and disinfection protocols, being part of an on call rotation and other assignments as required.

The position is part time and requires a willingness to work a variety of shifts, including some evenings, weekends and statutory holidays.

### **PRINCIPLE ACCOUNTABILITIES:**

- Adhere to departmental policies and procedures, promoting the Centre's mission and values relating to Animal Welfare.
- An active Animal Care team member will take direction from the Centre Manager while demonstrating a commitment to achieving departmental goals.
- Work closely and correspond regularly with fellow team members regarding pet's needs and activity, providing relevant updates on a regular basis to the Centre Manager.
- Regular and on-going cleaning and disinfecting of the facility including the atrium, other common areas, kennels, cages, food dishes etc.
- Assist in animal care and handling.
- Provide animals with appropriate food and clean water on an as needed basis.
- Perform other duties as required to improve the function of the Animal Care Department, and the Centre.

#### POSITION REQUIREMENTS:

The following are general descriptions of some of the requirements necessary to carry out the duties and responsibilities of this position. The Animal Care Assistant must have the following skills, among others:

- Strong sense of teamwork and collaboration, with the ability to foster the same amongst others.
- Must treat animals humanely, with compassion and concern both on and off the job.
- Preferred knowledge in Animal Welfare practices relating to animal sheltering.
- Preferred experience with the handling of a wide variety of animals
- Ability to manage physical requirements of the position including: lifting of large bags of pet food and buckets etc as well as scrubbing floors, cages, windows etc.
- Ability to function effectively under stressful and ambiguous circumstances and accept direction.
- Expected to work evenings, weekends and statutory holidays to meet Centre requirements.
- Valid 'G' License and Driver's Abstract with clean history required at time of hire.

#### APPLICATION SUBMISSION:

Please submit your **resume with cover letter** to the attention of **Kim McDonald, Human Resource Manager**, via email , no later than **July 9, 2018**.

We thank all candidates for their applications; however only those selected for an interview will be contacted.

SPHS welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.