Updated June 2024

Animal Care Specialist

Position Title:	Animal Care Specialist
Employment Classification:	Part Time, Non-exempt
Reports to:	Animal Care Manager
Department:	Animal Care
Salary:	$20.50 - $22.50 per hour starting

JOB SUMMARY

The Animal Care Specialist is responsible for supporting all aspects of the daily care of the animal collection and conservation breeding programs. The position is also responsible for training of staff and volunteers to care for and handle ambassador animals. The Animal Care Specialist will also be the lead on analyzing all records to adjust care based on an animal's current needs.

Other duties include, but are not limited to: assisting with supply orders and pickups as needed, assist in the conservation breeding programs when assigned, assist with media when needed, and assist in the cleaning and maintenance of life support systems such as backwash.

DUTIES AND KEY RESPONSIBILITIES

Lead on daily husbandry

- Under the direction of the Animal Care Manager, ensure the highest quality care for the animal collection, while adhering to approved handling and training protocols and AZA standards.
- Ensure that a safe environment is maintained for the animal collection, personnel, and guests.
- Troubleshoot issues that arise during daily husbandry.
- Review daily records and observations to improve individual care. Consult with the Animal Care Manager if adjustments need to be made to the individual's diet or daily routine.
- Make recommendations to the Animal Care Manager on the medical concerns for individuals.
- Maintain department standard operating procedures for all species.
- Lead the setup of new exhibits and the upkeep of existing exhibits and holdings.
- Supervise keepers and assist with daily husbandry as needed.

Lead on staff and intern training

- Supervise the volunteer and internship program including the interview process, training, and development of new volunteers and interns.
- Lead the training for all staff and volunteers for handling animal ambassadors for public presentations.
- Maintain handling records and update protocols as needed. Report progress concerns to managers.

Other Duties

- Assist with the conservation breeding program as assigned including fieldwork, catch ups, raft checks, call counts, and releases.
- Assist the Animal Care Manager in field collection of animals and their acclimation to exhibits.
- Assist in the delivery of on-site presentations for the Development, Marketing, or Education departments when needed.

QUALIFICATIONS

Required Qualifications

- A Bachelor's degree in biology, marine biology, zoology, life sciences, or equivalent experience.
- 4+ years of experience in animal training, handling, and enrichment, including work with some of the following: arachnids, insects, fish, reptiles, amphibians, and birds.
- 3+ year of supervisory experience overseeing the training and coordination of volunteers and/or staff.
- CPR/First Aid Certified.
- Proven ability to work cooperatively, enthusiastically with team members, and the promotion of a quality guest experience.
- Should be a proactive self-starter with the ability to work independently. Must be able to set priorities, solve problems, and be resourceful under pressure.
- Excellent written and verbal communications skills.

Other Preferred Skills

- Experience in public speaking and informal education.
- Experience performing daily animal husbandry tasks following industry accepted standards and techniques.
- Experience with animal restraint and delivery of medications.
- Some knowledge of Microsoft Office Suite, including Word, Excel, PowerPoint, and Outlook.
- Bilingual-Spanish.

WORKING ENVIRONMENT/PHYSICAL REQUIREMENTS

The position is in a fast paced, multi-faceted environment that requires the ability to multi-task and respond quickly. Must be willing to work outdoors in a variety of environmental conditions including intense sun, heat, cold, wind and rain. Occasional driving may be required. Physical requirements include standing, walking, sitting, typing, bending, and lifting up to approximately 50 lbs. The noise level in the work environment is usually moderate to loud. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Note: This position requires varied, flexible hours. A typical schedule is 4-5 days a week 8:45-5:15 including weekends, but can vary depending on events, meetings, and other opportunities.

This job description is intended as a guide to the general job responsibilities and is not inclusive of every duty the employee is expected to perform.

The Living Coast Discovery Center is an Equal Opportunity Employer

Please submit resumes and cover letters to Animal Care and Conservation Manager, Taryn Chiong, at taryn@thelivingcoast.org . Applications will be accepted until position is filled.