

Job Title: Associate Shelter Veterinarian & HQHV
Spay/Neuter Surgeon

Reports To: Clinic Services Practice Manager

Schedule: Variable

FLSA Status: Exempt

Type: Full Time

Summary: A flexible, dual role responsible for performing pre-operative examinations, high quality surgical sterilizations and needed medical treatments for owned and shelter animals that are in the care of the Humane Society of Charlotte. Diagnosing and creating treatment plans while working in collaboration with the veterinary teams for both basic and emergency care for shelter animals. Collaborating and communicating with the HQHV S/N Veterinarian, Shelter Veterinarian and/or department managers to improve patient care, disease control, surgical protocols, or other medical practices.

Essential Duties and Responsibilities Include:

Clinic Services Duties

- Working knowledge and adherence to Association of Shelter Veterinarians' Veterinary Medical Care Guidelines of Spay-Neuter Programs
- Examine all paperwork and animals' pre-op to determine their ability to withstand surgery, need for testing, changes in protocol, etc.
- Perform surgical sterilizations and other HSC surgeries as requested
- Examine all animals' post-op to ensure appropriate recovery and healing
- Consult with the patient's owners for items of concern or out of the ordinary
- Examine and inoculate animals and provide recommendations for follow up care
- Help assure the use of controlled drugs is being logged and monitored accurately
- Provide post-operative rechecks and order of medical treatments as necessary to ensure complete surgical recovery
- Ensure all clinic staff members are adhering to proper pre-, peri and post-operative care of patients as outlined by the Clinic Services Practice Manager and Spay Neuter Veterinarian
- Provide high-quality preventive and basic care to patients including vaccinations, bloodwork and testing
- Communicate any issues or concerns with the Clinic Services Practice Manager
- Performs special assignments and other duties as assigned when necessary
- Provide excellent customer service to all visitors and clients

Shelter Medicine Duties

- Collaborate with the Shelter Veterinarian to direct, coordinate and perform the screening, diagnosis, and treatment of animals in HSC's care; both basic and emergency medicine
 - Monitor herd health and well-being and propose options for increased physical and emotional health of shelter animals
 - Create, implement and measure compliance with procedures and protocols to promote efficient and consistent care of shelter animals
 - Communicate any issues regarding the disease control protocols, surgical protocols, or other medical issues with Shelter Operations Leadership Team
 - Research new protocols and treatments proposing changes to Shelter Operations Leadership Team as needed to maintain high standards of care
 - Collaborate with the Operational Leadership Team regarding day-to-day shelter operations, shelter best practices, and animal flow
 - Communicate any issues or concerns with the Shelter Veterinary Services Manager
 - Advise and train staff, volunteers, and shelter partners on matters within the field of veterinary medicine
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- Promote and maintain an open and engaging culture of learning and staff development
- Engage and network with the community in support of shared animal welfare initiatives where appropriate
- Work and effectively communicate with all departments regarding animal information (health, surgery dates, etc.)

Volunteers

- Proactively utilize and engage volunteers as team members
- Directly oversee daily work assignments of volunteers to ensure completion of work as assigned
- Coach volunteers by providing regular, ongoing feedback and training
- Promote integration and utilization of volunteers; train volunteers to assist department

Qualifications/Expectations:

- Enthusiasm for the mission of the Humane Society of Charlotte and helping animals and people in our community
- Required: Doctorate in Veterinary Medicine; DVM or VDM
- Preferred: three to five years of experience and/or training in high volume spay/neuter surgeries
- An interest in dentistry and other surgical procedures
- Working knowledge of MS Office and EMR software
- Self-motivated, well organized, detail oriented, and able to effectively work independently and within a team framework
- Attends continuing education seminars annually to maintain up-to-date medical care, ideas and licensure
- Goal oriented, committed to excellence and results
- Strong interpersonal communication skills required, as well as a high-level skill in written and verbal communication
- Capable of balancing multiple priorities with limited resources and being flexible in a fast-paced environment
- Performs special assignments and other duties as assigned when necessary
- Must be comfortable interacting with dogs and cats
- Must have a reliable mode of transportation
- Must be willing to work flexible hours
- EOE

Work Environment:

- Exposure to high noise levels and odors
- Exposure to fumes or airborne particles and toxic or caustic chemicals
- Risk of exposure to zoonotic disease in shelter environment

Physical Demands:

- Must be able to lift & move up to 40 lbs.
- Must be able to stand, stoop or bend over for extended periods of time
- Ability to perform repeated hand movements in surgery without accommodation

I understand the job duties and responsibilities as described above and can perform all tasks as outlined.

Signature: _____

Printed Name: _____

Date: _____