



Canine Care Associate Job Description

Class: Non-Exempt

Revised: October 2017

Reports To: Animal Care Manager / Assistant Manager

POSITION OVERVIEW:

Provide all animals at Great Plains SPCA with professional and compassionate care while also meeting their physical and behavioral needs. Providing professional, compassionate, and stellar customer service to all who visit, call, volunteer, and donate.

REQUIREMENTS:

- Handle dogs of various sizes, ages, temperaments with respect in a safe manner
- Follow and maintain all procedures and protocols in relation to cleaning, sanitation, and disease prevention
- Provide all animals with appropriate housing, food, water, bedding, toys
- Provide mental stimulation and enrichment for all dogs, including play groups and social interactions
- Participate in training of various shelter topics and maintain knowledge of all shelter procedures
- Monitor health of animals and identify any issues and report to Veterinary staff or supervisor
- Ensure all kennels are clearly and consistently marked with accurate, up-to-date, easy to read information
- Provide outstanding customer service to all guests, volunteers and coworkers

SPECIFIC SKILLS:

- Compassion and empathy for animal and human clients
- Strong interpersonal and verbal and written communication skills
- Maturity, good judgment and professionalism
- Ability to work individually and on a team, multi-task and self-start
- Ability to remain calm and empathic in stressful situations

EDUCATION/EXPERIENCE:

- High school or GED
- Prefer familiarity with animals
- Previous computer experience a plus

PHYSICAL REQUIREMENTS:

- Handle and restrain animals weighing up to 100 lbs
- Lift 40 lbs to waist height
- Frequent standing, walking, bending, lifting, stooping, carrying, and reaching

* All duties, skills and abilities considered essential unless otherwise noted.

* This job description does not imply a contract to work.