



- Job Title:** Feline & Small Animal Care Technician
- Department:** Shelter Operations, Brunswick Campus
- Job Classification:** Full Time or Part time; Hourly, non-Exempt Position
- Job Relationships:** Reports to Feline & Small Animal Care Manager, works closely with Canine Care Team, Customer Care Team, Behavior and Training department, Volunteers, Veterinary Care team
- Supervisory Responsibilities:** Gives training and instruction to the Volunteers working alongside the Animal Care Team as needed
- General Purpose:** Responsible for the cleaning, care and well-being of animals in MCH custody, as well as their mental health and enrichment
- Schedule:** This position is 2-5 days a week, 8-hour shifts, totaling up to 40 hours a week. **Fridays and Saturdays are required.**

Animal Care Technicians are responsible for providing safe and sanitary conditions for animals and people by assuring all animals' nutrition, housing and basic needs are met on a daily basis. Responsible for providing friendly, positive interactions with potential adopters meeting animals available for adoption and working cooperatively with other shelter staff and volunteers in a fast paced, potentially high stress environment.

#### Duties and Responsibilities

- Follow all Midcoast Humane Standard Operating Procedures (SOPs) for correct cleaning and animal handling
- Responsible for daily cleaning kennels/cages/contents and housing areas
- Responsible for ensuring that each animal receives food, water, exercise, and proper enrichment
- Responsible for providing humane handling when working with or moving animals
- Responsible for maintaining laundry and dishes within the animal areas
- Monitor animal health and behavior and document/report any changes or concerns
- Administer and document medications and medical treatments, as directed by Medical Director or Clinic Manager
- Assist in cleaning and organizing the building and grounds
- Assist with inventory, restocking supplies and running errands as necessary
- Assist in training new volunteers and direct them to their duties

- Perform intake exams for new animals arriving at the shelter
- Data entry and utilization of population management via shelter computer program
- Other duties as assigned by the Feline and Small Animal Care Manager

Education Requirements: GED or High School diploma required.

Working Environment: Animal Care Associates work as part of a supportive and diverse animal care team, led by an Animal Care Manager, and interact closely with other departments. Midcoast Humane is a fast-paced and highly variable work environment, with lots of opportunities for learning and both personal and professional growth. Possible exposure to infectious organisms, animal waste, allergens, and chemical materials requiring OSHA Material Safety Data sheets and potential hostile persons and/or stressed/fearful animals.

Schedule Requirements: Willingness to work weekends and holidays

Physical requirements: Ability to stand for extended periods of time, bend and reach, and lift and carry 50 lbs for 100 feet

Job Type: Full-time or Part-time

Pay: From \$15 per hour

Benefits for Full-time Employees Include: PTO; Medical, Dental, & Vision Insurance; free or reduced cost veterinary care for up to two pets; access to wholesale prescription pet food and other medications