JOB DESCRIPTION

Job Title: SHELTER VETERINARIAN    Reports to: EXECUTIVE DIRECTOR

Scope of Position: To perform and oversee all veterinary services for shelter animals. Maximize the use of clinic resources to ensure animal resident health at a minimum cost. To provide medical care as well as humane care and treatment to all animals in accordance with the policies and procedures established by the Society and the State laws of Wisconsin. This is a ¾ time position.

Duties and Responsibilities:

1. Work collaboratively with other Directors, Managers and Staff.

2. Diagnose and treat medical conditions in all HSSW animals. Follow progress of all patients placed on treatment, keeping records of all treatments and final outcomes in coordination with other Managers, Directors and Staff.

3. Direct, conduct and evaluate treatment plans, disease control measures, and hands-on medical treatment and progress of animals housed at the shelter including but not limited to:
   a. vaccination protocols
   b. nutrition and feeding protocols
   c. parasite control measures
   d. housing and sanitation
   e. treatment protocols for routine infectious diseases
   f. preventative medicine procedures
   g. emergency evaluation, treatment and procedures
   h. pre-adoption exams in accordance with regulations

4. Create, implement and measure compliance with procedures and protocols to ensure continued health.

5. Develop, conduct and monitor medical program protocols and procedures.

6. Direct and conduct a cost contained sterilization program, including performance of ovariohysterectomies and castrations on cats and dogs. Supervise all aspects of the procedures including anesthesia and post-operative care of the patient.

7. Perform non-sterilization surgical procedures when deemed appropriate for the adoptability of a HSSW pet.
8. Oversee the scheduling of outside veterinary resources for procedures not available at HSSW. This responsibility is limited to scheduled hours as HSSW does not conduct after-hours emergency treatment at this time. The Veterinarian will decide what treatments or procedures are needed in coordination with other Managers as appropriate.

9. Assist with internal and public relations consultation and education services as they pertain to veterinary medical issues.

10. Provide telephone consultation with staff as needed during normal business hours.

11. Oversee the instruction of Animal Care Staff.

12. Assist in the development of a volunteer veterinary program.

13. Assist in development of public programming for
   a. Spay and neuter
   b. Vaccinations (low income clientele)
   c. Trap, neuter, return (TNR)

14. Advise on the current Microchip Clinic program

15. Various duties as assigned by the Executive Director.

Qualifications:

1. Graduate of an accredited school of veterinary medicine or equivalent.

2. Licensed to practice veterinary medicine in the state of Wisconsin.

3. Enthusiasm for Shelter Veterinary Medicine is strongly desired.

4. Ability to conduct high quality surgical sterilizations in a fast paced environment.

5. Must have a valid driver’s license.

6. Federal Accreditation Required.

7. Must possess or have the ability to obtain DEA license

8. Acquire and possess a thorough understanding of and dedication to the philosophies of animal welfare.

I have read, understand, and accept this job description and understand that it will serve as the guide for my professional development. I further understand that HSSW has the unilateral discretion to modify this job description.

______________________________  ______________________
Signature                    Date