



Job Description

Job Title: Animal Care Team Member
Department: Operations
Reports to: Animal Welfare Team Supervisors
FLSA Status: Non-Exempt, Part time and Full time
Approval Date: November 2019

Position Summary

The Animal Care Team Member is responsible for daily shelter cleaning and providing hands-on care for all shelter animals, assisting with adopter meets, and other duties as assigned. This position reports to the Animal Welfare Team Supervisors.

Essential Duties and Responsibilities

- Is a representative of Longmont Humane Society, presenting a positive, friendly and welcoming environment to all visitors.
- Performs thorough cleaning and disinfecting of multiple animal kennels, daily.
- Performs care of variety of domestic animals including dogs, cats, birds, rabbits and other small mammals.
 - Such care includes daily kennel cleaning, feeding, vaccinating, exercising
- Maintains general building cleanliness inside and out.
- Interacts with LHS clients in a friendly and knowledgeable manner to introduce adoptable animals and supervise other meets, as needed, and ensures that quality customer service is provided.
- Promotes adoptions through visitor education.
- Good attendance is required.

Job Qualifications

Education and Experience:

- High school diploma or general education degree (GED); animal welfare experience a plus.

Knowledge, Skills and Abilities:

- Excellent customer service skills.
- Ability to share duties with a colleague
- Enthusiastic, dedicated team player
- Ability to respectfully communicate with other team members

Working Conditions:

- Office and animal shelter environment.
- Potential exposure to high noise levels and zoonotic diseases.
- Exposure to all weather conditions when walking dogs outside.
- Occasional lifting of up to 50 pounds.
- Occasional use of computer.