



# Shelter Medicine Veterinarian Job Description

<b>Title</b>	Shelter Medicine Veterinarian
<b>Department(s)</b>	Medical
<b>Reports to</b>	Director of Medicine

## Job summary

Position is responsible for the day-to-day evaluation, treatment, and rehabilitation efforts of shelter animals in a fast-paced environment. IndyHumane has a full surgical suite with dentistry equipment, digital radiology, laboratory, isolation ward and full hospital capabilities. Medical staff includes four Shelter Veterinarians (DVM), Medical Manager, Lead Surgical Technician (RVT), and six to eight Veterinary Technicians/Assistants at our Michigan Road location; up to two Shelter Veterinarians, two Surgery Leads and five to six Technicians/Assistants at our Downtown low cost Spay/Neuter Clinic. Role is 40 hours per week, some weekends, no overnight or “on call” time.

## Summary of essential job functions

- Utilize advanced skills in the care, treatment, and rehabilitation of shelter animals—performing exams & diagnostics, initiating treatment, ordering medications, taking radiographs, etc...
- Manual dexterity to perform spay and neuter procedures on shelter animals as well as many other surgical procedures relating to dentistry, orthopedics, ophthalmology, heartworm treatment, etc.... Demonstrate a high level of knowledge & skill in these areas. At least fifty percent of time is spent as a surgeon
- Provide coverage for Vaccine Clinic or Spay/Neuter Clinic Veterinarians as needed
- Work, communicate, and interact professionally with all staff members as part of a fast-paced, highly skilled, and highly efficient shelter medicine team
- Build a high level of trust amongst technical staff and make training recommendations to management when appropriate
- Required to work closely with 4<sup>th</sup> year veterinary students from various programs as a mentor (primarily Purdue University) teaching shelter medicine and high-quality surgery techniques
- Maintain active involvement in local, state, and national veterinary associations
- Maintain a positive relationship with the local veterinary community, refer adopted animals to outside veterinarians when needed. Seek second opinions or specialty care when warranted with outside veterinarians
- Demonstrate low-stress animal handling

- Continually assess equipment and supply needs and maintain a fiscal responsibility with purchases and inventory
- Perform humane, compassionate euthanasia when warranted on animals that are beyond our care or for owner-requested euthanasia, as appropriate
- Deal with state health department and rabies sample submission when applicable
- Communicate and follow safety and hazard procedures
- Work collaboratively with management, medical, animal care, customer service and volunteer staff to advise on best practices regarding disease control and sanitation
- Expand shelter mission by providing advance medical care and participating in fundraising efforts that may result more positive outcomes. Support rescue and rehabilitation efforts made by staff
- Available for media and public relations efforts to promote the organization such as public speaking, media interviews, newsletter articles and spotlights, special events, media campaign events, etc....

### **Requirements**

- Graduate of Veterinary School and a State-Certified Veterinarian
- Maintain a current Controlled Substance Registration
- Possess a valid Indiana Driver's License
- Must have current professional liability insurance
- Ability to perform potentially long or complex surgical procedures on a variety of domestic animals
- Possess technical aptitude and competency in the following areas: surgery, shelter medicine, breed recognition, disease recognition, euthanasia, spay/neuter, safe animal handling, as well as a complete understanding of all Humane Society policies, procedures, beliefs, and mission statement
- Competence in managing cases involving zoonotic disease
- Ability to multi-task and remain flexible and positive in multiple situations simultaneously.
- Able to work professionally, as part of a team
- Comfortable with web-based programs, proficiency in Microsoft Windows programs and electronic communication, knowledge of PetPoint a plus
- Great interpersonal, communication, and time management skills essential
- Takes initiative, able to work with minimal supervision and direction
- Ability to read, write and understand English required. Spanish is a plus
- Ability to learn and follow protocols consistently, adapt to a constantly changing environment, and problem-solve. Must have a strong attention to detail
- Commitment to treating people and animals with respect, contributing to an effective team, and fostering public relations that benefit the shelter and its programs

- Represent IndyHumane in a professional manner at all times, providing courteous service to both internal and external constituents and presenting a positive image of IndyHumane
- Positively support, enable, and help to create a culture of inclusion, compassion, respect, collaboration, integrity, and financial responsibility
- Must be able to walk, stand, and lift for extended periods of time
- Must be able to routinely lift 50 pounds
- Extended periods of time working on the computer with repetitive typing, arm, and hand motion
- Ability to be in a shelter environment and work in the presence of both cats and dogs as well as various chemicals
- Bend, stoop, reach, climb, twist, crawl, stand and walk for an extended period

### **Benefits**

- Medical, Dental, Vision, Life Insurance
- 401K with Employer match
- Generous PTO policy that begins accruing upon start date
- Employee Assistance Program
- Paid time off to meet continued education requirements (courses based on funding available).
- Company pays for DVM License renewal and VIN membership
- Pet Wellness benefits for personal pets, includes discounts on vaccines, medications, some diagnostics, and variety of free supplies (preventatives, food, potty pads, etc.)
- Partial relocation cost reimbursement to be negotiated
- Employee Referral Program

**Salary - \$100,000 to \$110,000**

### **Disclaimer**

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.