



## Animal Care Technician

**Department:** Behavior & Sheltering

**Reports to:** Animal Care Manager

**Number of Direct Reports:** 0

**Status:** Full-time or part-time shifts; non-exempt

**Schedule:** 20-40 hours/week; variable, 10 hour shifts

**Compensation:** \$15.00 - \$16.00/hour

**Mission and Values:** Foothills Animal Shelter's mission is Providing support to our surrounding community through education, services that strengthen the human-pet bond, and humane care for the animals we serve.

All employees and volunteers are expected to embody the Shelter's Values which are to have honesty and integrity in all that we do, with the following values as our guide: Stewardship: Assume responsibility and ownership for our actions within our shelter and our community; Positive Culture: Create a safe, supportive environment for the health, wellbeing, and development of staff and volunteers; Openness: Nurture an innovative, inclusive, and creative environment that cultivates conversations and relationships that actively work towards the future; and Team Oriented: Build relationship, embrace teamwork, and foster collaboration in pursuit of our Mission.

### Position Summary:

The Animal Care Technician ensures that all animal housing areas are clean, disinfected, and maintained per the Shelter and Pet Animal Care Facilities Act (PACFA) standards.

### Responsibilities

- Responsible for daily feeding of the animals in our care.
- Thoroughly clean and sanitize animal kennel and other work areas.
- Provide guidance for animal care volunteers in a cooperative and friendly way.
- Interact with other departments and assist with additional animal care services such as delivery of medication and treatment.
- Perform data entry and documentation to update animal records.
- Follow proper safety procedures.
- Communicate supply needs to the Animal Care Supervisor or Manager.
- Support enrichment programs to reduce stress of the animals in our care.
- Assist with laundry duties.
- Take immediate action to address hazardous situations.
- Promote teamwork by demonstrating a cooperative, flexible, adaptable and helpful attitude with all staff and volunteers.

### Required Knowledge, Skills, and Abilities:

- Fear Free Shelter certified or become Fear Free Shelter certified within 60 days of employment.
- Knowledge of or the ability to learn general principles of animal care.
- Knowledge of or the ability to learn methods of kennel cleaning & maintenance.
- Ability to make recommendations for continuous quality and process improvement.

- Strong commitment to the welfare and proper treatment of animals.

**Working Conditions**

- Ability to work up to 8 to 10 hour shifts.
- Availability to work Saturdays or Sundays.
- Noise, odors, chemical fumes, animal hair and dander are encountered due to equipment and animals.
- Subject to animal bites and scratches.
- Must be able to manage the emotional aspect of end of life services and humane euthanasia, and support employees in high-emotion circumstances.
- Occasional lifting of up to 50 lbs. with reasonable accommodations.
- Frequent standing on concrete floors, bending, and stooping.

**Equipment Used:**

- Computer using e-mail.
- Maintenance/cleaning equipment and tools
- Animal handling equipment and tools: leashes/leaders, hide boxes, shields, behavior assessment tools.

**Education and Experience:**

- High school diploma or equivalent preferred.

**Miscellaneous Requirements**

- Applicants must be at least 18 years of age.
- Upon offer, candidate must be able to pass a criminal background check.

**About:** As an open admission shelter, our doors are always open to pets in Jefferson County and we are committed to serving our community as a socially-conscious shelter. We care for more than 8,000 orphaned cats, kittens, dogs, puppies and critters every year with a compassionate team of 50 staff and 500 volunteers. We are a community resource and offer a variety of services including pet adoption, Jefferson County pet licensing, affordable spaying and neutering, vaccinations, microchipping and lost and found pets. The Shelter is established under an intergovernmental agreement between Jefferson County, the City of Arvada, the City of Lakewood, the City of Wheat Ridge, the City of Golden, the City of Westminster and the City of Edgewater.

**Benefits:** Foothills Animal Shelter offers a competitive total compensation package. Employees become eligible for medical, dental, vision, life insurance, long term disability, and an array of supplemental benefits at 60 days of employment at full-time status. Foothills offers coverage of the premiums for medical plans, dental, vision, life insurance (\$10,000) and long-term disability. Employees earn sick and vacation time each pay period, plus several recognized holidays. After one year of employment, employees are eligible for a 401K retirement plan that we will match up to 3%. Employees also have access to an array of discounted programs including pet food, cell phones, travel, pet insurance, clothing, entertainment tickets, etc.

**To apply:** Email a cover letter and resume detailing your qualifications and experience as it relates to this opportunity to [hbarber@fas4pets.org](mailto:hbarber@fas4pets.org). Applicants will be interviewed on a rolling basis. Interested applicants are strongly encouraged to apply immediately.