



Job Description

Job Title: Animal Care Team Member

Department: Operations

Reports to: Shelter Manager and Animal Welfare Team Lead

FLSA Status: Non-Exempt, Part time

Approval Date: August, 2023

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 Shelter Manager and the Animal Welfare Team Lead.

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) preferred but not required, 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.
- Ability to work independently and communicate with other team members through a walkie-talkie.

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.