

Primary Function: The Director of Veterinary Services is responsible for diagnosing, treating and managing the health of animals in the custody of spcaLA within the goals and guidelines established by the Society. The Director oversees veterinary department staff providing guidance, assistance, and evaluation of their work; and applies sound supervisory and public relations techniques in building and maintaining an effective work force and customer (client) base. Examines animals involved in cruelty cases and prepares written reports for use in criminal cases.

Duties & Responsibilities:

- Examination of animals for prospective adoptions to ensure health condition
- Examination of and treat injured or sick animals that come into spcaLA's custody
- Supervise and evaluate department staff performance
- Maintain protocols promoting an aggressive program for recognizing, treating, controlling and eradicating transmittable diseases within the kennel and veterinary facilities and ensure adherence to the protocols
- Euthanasia of designated animals. May also train and certify staff in proper euthanasia methods and techniques.
- Develop annual work plan and budget for the veterinary department in conjunction with supervisor and oversee its execution
- Schedule and coordinate staffing to ensure adequate coverage
- Process payroll
- Ensure proper safety procedures are adhered to
- Maintain effective communication with staff and department head to ensure harmonious, efficient and effective operations
- Work cooperatively with agency's law enforcement division on animal cruelty investigations and prepare reports as required
- Train Humane Officers and other staff in basic small animal health and disease recognition and in other related topics of interest.
- Assist in the planning, coordinating, and implementing low-cost vaccination clinics.
- Monitor all drugs, controlled drug logs and equipment within veterinary department; ensure adequate stock is on hand and make recommendations for cost saving items.
- Maintain medical charts and records for animals including protective custody animals complete with medical summary, necropsy reports and any treatment data.
- Ensure accuracy and timeliness of data entry in shelter database program.
- Maintain, track and approve invoices for the department.
- Maintain a professional image on and off duty, setting a good example for staff.
- May perform spay and neuter surgeries and other surgeries if feasible
- Manage department statistics and ensure records are maintained update at all times to ensure the availability of information
- Work closely with the President on various tasks and projects

Job Related and Essential Qualifications

- Must possess a valid license to practice veterinary medicine in state of California and maintain in course of employment
- Graduation from a school of veterinarian medicine recognized by the Board of Examiners in Veterinary Medicine of the State of California

- Must possess CA DEA drug license, hold premise permits for all sheltering locations and maintain in course of employment
- No felony convictions or convictions of driving while under the influence of drugs or alcohol.
- Valid California Driver's License, or ability to obtain one and maintain during the course of employment. Insurable to drive company vehicle
- Ability to operate vehicle under all types of weather road conditions
- Ability to Perform the job in a professional manner and work efficiently under pressure
- Ability to originate and execute projects with little or no supervision
- Availability to work when and where needed, including field disasters or emergency response for extended periods of time
- Ability to work with and restrain animals of all sizes; and remove livestock and pet animals caught in disaster situations such as fires, floods and earthquakes
- Ability to deal with sensitive issues effectively and tactfully with both citizens and staff
- Ability to utilize fiscal management, budget, statistics and other administrative practices

Knowledge of:

- Surgical procedures for spaying and neutering of canines and felines and for emergency treatment of injured animals.
- Knowledge of modern techniques for treating various animals for common diseases and injuries.
- California Veterinary Practice Act; Federal Food & Drug Act covering legend or prescription drugs
- Various species of animals including exotic species
- Basic methods of animal care; safe and humane animal handling
- Knowledge of wild animal diseases and methods of humane medical treatment.
- Fiscal management and procedures, budgets, and other administrative practices
- Laws pertaining to Veterinary medicine

Physical demands:

- Ability to lift 50 – 75 lbs. on a regular basis
- Extensive direct handling, carrying and restraining of animals of all sizes and carrying of supplies and equipment
- Extensive stooping, bending and carrying
- Manual dexterity sufficient for handwritten documents and to perform surgical procedures safely
- Must be able to tolerate loud animal noises and odors for extended periods of time
- Endurance sufficient for standing and walking during entire shift

Working Conditions:

- Dealing with possible unruly, vicious, sick and dangerous animal and impounding the same safely and humanely
- Possible exposure to hostile and over emotional public
- Heavy and fast paced workload; strenuous physical activity
- Possible exposure to parasites and infectious diseases
- The noise level in performing this job varies depending on the task being performed
- Exposure to all typed of weather conditions

Experience and Training:

- Current California State Licensed Veterinarian, Graduation from a school of veterinarian medicine recognized by the Board of Examiners in Veterinary Medicine of the State of California
- 5 years practical experience as veterinarian, experience in a shelter environment preferred.
- 1 year practical experience in a supervisory role is preferred

Application Procedure:

Qualified candidates, please email a resume and cover letter with your desired salary range to jobs@socala.com. Resumes submitted without a cover letter will not be considered.

This is a full-time exempt position with Benefits

Application Deadline: **Open Until filled**

Employment Location: This position works out of all of our Pet Adoption Centers