

## **Spring Farm CARES – Advanced Small Animal Caretaker**

Spring Farm CARES is a non-profit Animal and Nature Sanctuary with a full-time on site Veterinarian and our own small clinic. Our small animal facility is home to cats, rabbits, guinea pigs, birds, and turtles. All these animals are with us because they had no other place to go. Most of them came from neglect situations or were no longer wanted, because they were considered “useless”. We specialize in the care of the “down and out”, the old ones who need a peaceful place to spend the rest of their years, and the ones who have special needs. Once these animals come to our sanctuary, they are guaranteed a place for life.

Our job - actually our mission and yours, if you work with us – is to care for these animals, their physical and emotional well-being, to enrich their lives, and provide them with a safe, kind, and loving forever home.

**The Advanced Small Animal Caretaker** has the same job duties as the Small Animal Caretaker (see below) but also has additional responsibilities. This position will start as an entry level position with the purpose of getting to know each animal resident’s needs. Training will involve getting to know the day to day operations with the goal of moving up at an accelerated pace.

### **Advanced Animal Caretaker Additional Responsibilities:**

- Full responsibility for administering medications, health monitoring, communicating health changes/concerns/questions to the veterinarian, management, and small animal staff.
- Medication responsibility will initially be 2 days per week out of a 5 day schedule to start with. The other three days will be spent performing the duties of Small Animal Caretaker.

### **Job Description – Small Animal Caretaker:**

- Provide daily food and water for the small animals
- Clean litter boxes, cat rooms, and other small animal enclosures
- Maintain facility – laundry, dishes, and general cleaning
- Groom animals and be familiar with individual behavior patterns to be able to recognize health issues
- Provide enrichment
- Interact with volunteers and educational groups, including children
- Job requires a fair amount of cleaning throughout the work day

### **Requirements:**

- At least 1-2 years of cat care in a professional setting
- Vet/Kennel assistant experience preferred
- Must be familiar with daily needs of cats and able to differentiate between normal and abnormal behavior
- Must be organized, have good written and oral communication skills. Must be able to manage time effectively
- Must work well independently as well as with a team
- Must be physically able to perform heavy cleaning work throughout the day

- Job may include some weekend hours and limited holiday hours. (2 days off/week)
- Valid NYS Drivers License

**We Offer:**

- Full time (40 hours/week) or part time (minimum 24 hours/week) position
- Paid time off as earned for hours worked
- Health and dental insurance for employees working 36+ hours/week – partially paid for by employer
- Retirement savings plan

Starting hourly pay range: \$17.50 - \$19.00