

Wildlife Center of Silicon Valley

Seasonal Full Time (6 Months) Wildlife Technician

Title: Wildlife Technician

Classification: Non-Exempt, 25 hours per week (April 1st-September 30th)

Reports to: Wildlife Hospital Manager

Salary: \$17.00/hour

The Organization: The Wildlife Center of Silicon Valley (WCSV) is a nonprofit organization that since 1993 has been committed to providing the highest quality care and rehabilitation for urban wildlife, and to promoting a mutually beneficial and respectful co-existence between humans and wildlife in our communities.

Summary: The Seasonal Wildlife Technician is a professional position that requires teamwork and flexibility. This position is responsible for providing high quality care and treatment of injured, sick, or orphaned wildlife, including a wide variety of songbirds, raptors, corvids, water birds and small, medium and large mammals admitted to WCSV. This position works directly with the Wildlife Hospital Manager (WHM) to ensure that policies and procedures are adhered to and that volunteers and interns are satisfactorily trained, utilized and supervised. In the absence of the WHM, the technician on duty with the most seniority will oversee the staff and volunteers. This is a fast paced and high-pressure position. The ideal candidate will be able to multitask and work efficiently and calmly under stressful circumstances.

Essential Duties and Responsibilities:

- Provide support to WCSV's Hospital Manager, and other animal care staff members.
- Follows patient re-evaluation schedule set by the Wildlife Manager and will have a high focus on critical patient care.
- In conjunction with the Wildlife Hospital Manager, ensuring compliance with all state and federal regulations and permits.
- Perform all cleaning tasks and animal care tasks in the absence of volunteers.
- Clean and disinfect animal crates and enclosures as necessary to maintain a safe environment.
- Ability to perform euthanasia in accordance with WCSV policies and state and federal laws.
- Participate in and help supervise triage room activities as necessary while on shift. The triage room schedule will be determined by the Hospital Manager.
- Help oversee hospital operations when Wildlife Hospital Manager is not on shift.
- Communicate professionally with coworkers, volunteers and the general public.
- Assist with volunteer training and development on shift.
- Communicate with the Volunteer Manager and Wildlife Hospital Manager regarding volunteer needs/concerns.
- Assist with incoming animal patients when administrative staff are absent.
- Obtain accurate information pertaining to the animal and reporting party, including acceptance and recording of donations.

- Identify incoming animal patients and helping to ensure that correct diet, course of treatment and housing are established.
- Assist the Wildlife Hospital Manager in placing wildlife in home care, and transferring animals to other rehabilitation organizations.
- Maintain detailed medical records in WCSV's database, and other paperwork as required and in accordance with WCSV protocols.
- Make sure all whiteboards are updated with appropriate instructions, at all times.
- Prepare and update all medical charts, as needed.
- Oversee patients' daily progress and the preparation of animal food, as necessary.
- Work with volunteers and interns to ensure the highest standards of hygiene, husbandry and safety are followed.
- Assist the Hospital Manager to ensure timely and geographically appropriate releases.
- Perform other duties as assigned by the Wildlife Hospital Manager, as well as the Executive Director, to ensure a positive public image, enhance the operation of the organization and improve the quality of life for animals.

Minimum Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- High school diploma or equivalent is required. Some college with a background in biology or a related animal science is desirable. Basic knowledge of Microsoft Office Suite, and computer keyboarding skills. Knowledge of Wildlife Rehabilitation MD is a plus.
- Must be professional and a team player.
- Familiarity with California Wildlife.
- Ability to work under state and federal regulations and guidelines set by California Department of Fish and Wildlife and United States Fish and Wildlife Services.
- Ability to work cooperatively, maintain enthusiasm, take initiative while working under pressure, and contribute to a positive and friendly work environment.
- Excellent written and verbal communication skills.
- Strong organizational skills and an attention to detail/accuracy.
- Rabies vaccinated or willing to become vaccinated upon hire.
- Able to multitask and work efficiently and calmly under stressful circumstances
- Possess a valid CA driver's license with a satisfactory driving record to be insured by our insurance.
- Upon hire, must pass a background check.
- Upon hire, must be fully vaccinated for COVID and able to show COVID Vaccination Record.

Desired Qualifications:

- **At least one year experience in the care and rehabilitation of urban wildlife**
- Minimum six months managing volunteers; ability to delegate tasks and follow up, provide positive and constructive feedback, and organize crews of volunteers with varying skill levels.
- Post-secondary education in zoology or related field and/or equivalent experience is a plus

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job of working with wildlife care and rehabilitation. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. They include, but are not limited to the following: able to lift or move up to 50 lbs; stand for extended periods of time; use hands and fingers to handle or feel; kneel, crouch, stoop, or crawl; reach to an arm's length; vision abilities include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The majority of the work performed is in a fast paced and high-pressure environment and the noise level is usually loud. Incumbent is routinely exposed to toxic or caustic chemicals, zoonotic diseases, frightened and aggressive animals, inclement weather conditions, and risk of radiation.

The Wildlife Center of Silicon Valley (WCSV) is an Equal Opportunity Employer and welcomes a diverse pool of applicants.

EOE/M/F/D/V/SO