

## Chief Veterinarian (Animal Shelter) (Loveland, CO Location)

<b>Job Title:</b>	Chief Veterinarian
<b>Department:</b>	Veterinary Services – 0901/0900
<b>Job Classification:</b>	Full time, exempt
<b>Job Relationships:</b>	Reports to the Director of Operations. Supervises Supervising and Shelter Veterinarians and Veterinary Services departments at multiple locations. Department staff includes veterinarians, technicians and assistants, Foster and Transfer Coordinators and department volunteers. Interacts closely and collaborates with the Associate Directors of Operations and Animal Control.

The Chief Veterinarian provides leadership and direction for the veterinary services departments, programs and staff at all campuses including the veterinary clinics, shelter medicine and community-based programs, and foster and transfer programs. Oversees supervision of 15+ department employees and directly manages 5+ staff members. Responsible for implementation of veterinary services related initiatives in the strategic plan for the Organization and the daily operations of the multi-location department. Serves as the medical authority for the Organization and manages the health of the animal population, the surgical program and disease control protocols. Oversees the coordination of all controlled substance processes, including ensuring compliance with medical staff activity related to ethical and legal compliance, Organization rules and regulations, and all external regulatory agencies including but not limited to DEA, DHHS, federal and state mandates. The position includes surgical responsibilities.

The position serves as a key member of the Organization’s management team. The schedule is generally 5 days a week and may include a weekend day. On-call duties as required and emergency hours may be implemented during emergency situations. Travel between Organization locations is required. The position is located in Loveland, CO.

### Essential Duties/Responsibilities:

#### **Shelter Medicine, Surgeries**

- Ensures the highest quality care, consistency and husbandry of animals in accordance with policies and procedures, current and best animal welfare practices, and provision of exceptional services to the public and communities we serve.
- Oversees daily operation and actively manages personnel to proactively troubleshoot and remediate applicable issues of process, policy, procedure and protocol. Responsible for physical examinations, care, and monitoring of animals in the care of the Organization in compliance with basic standards of care, shelter protocols and government regulations.
- Performs spay/neuter surgeries, dental surgeries and other surgeries as required, on Shelter and publicly owned animals. Manages other veterinarians and staff in this effort.
- Oversees viable treatment options for injured/ill Shelter animals. Makes treatment or euthanasia recommendations as warranted.
- Ensures accurate completion of daily medical treatment records (paper and electronic) and interprets diagnostics (in house and external) as required.
- Leads scheduled medical rounds and assists Shelter management with veterinary medical cases.
- Develops, implements and manages preventative medicine protocols.
- Works collaboratively with Associate Directors of Operations, Shelter Managers and others on census management and animal routing issues including making euthanasia decisions. Approves euthanasia lists as needed.
- Acts as liaison with other veterinarians/veterinary clinics regarding the treatment of injured/ill stray animals, Shelter animals or animals adopted from the Organization.
- Oversees the development, promotion and implementation of community facing programs and works with the Development Department on public facing projects requiring shelter medicine expertise.
- Advises clients on health issues related to impounded and adopted animals.
- Serves as medical authority and supports staff who manage the medical population and makes decisions about treatment plans by evaluating vet recommendations, staffing and shelter resources.
- Oversees the coordination of all controlled substance processes, including ensuring compliance with medical staff activity related to ethical and legal compliance, Organization rules and regulations, and all external regulatory agencies including but not limited to DEA, DHHS, federal and state mandates.

## Department Management

- Motivates, leads and inspires a high performing management team and develops and retains team members.
- With the Director of Operations, provides leadership in developing programs, operations and financial plans, as well as implementing Organization policies and procedures.
- Drives collaboration and teamwork between Veterinary Services and other departments and demonstrate a commitment to teambuilding through modeling a positive and respectful attitude toward all employees, volunteers, clients and partners.
- Directly manages Supervising Veterinarians and location specific Shelter Veterinarians and other assigned staff. Trains, develops, rewards, coaches and disciplines staff as appropriate. Recruits and hires staff as necessary.
- Budgetary responsibilities include budget creation, oversight and management. Responsible for associated invoices and statements from vendors, including contract veterinarians and/or other contract employees.
- Manages student educational collaboration partner relationships, curriculum, and contracts for studies and research.
- Actively participates as a member of management team; attends applicable meetings.
- Responsible for coverage of the on-call services of the departments. Provides coverage for and/or makes arrangements for coverage for vacation, sick relief, on-call, etc.
- Understands, follows, and ensures staff follows all safety guidelines to ensure a safe work environment.
- Ensures adequate inventory and monitoring of supplies, medications and all drugs, including department DEA-regulated substances. Holds DEA license for assigned location and ensures DEA license coverage and backup for all locations.
- Oversees Organization's euthanasia training and certification program in conjunction with Associate Directors of Operations.
- Conducts/assists with staff and/or volunteer training related to veterinary care, disease control/animal health issues and more as required.
- Ensures department staff compliance with medical protocols and treatments, disease control standards and personnel policies and procedures.
- Participates in local, regional and national associations such as, Larimer County Veterinary Medical Association, Colorado Veterinary Medical Association and the Association of Shelter Veterinarians.
- Models behavior and professional standards, policy and procedure adherence, and communication expectations. Consistently meets attendance and punctuality expectations.
- Drives on behalf of the Organization and ensures applicable coverage at other Shelter locations.
- Responsible for the medical side of the Organization's disaster response program.
- Responds promptly to applicable community concerns and complaints.

## Other

- Participates in meetings and on committees as assigned.
- Responsible for grant related medical information and statistics.
- Testifies in court as needed in support of humane investigation cases.
- Responds promptly to applicable community concerns and complaints.
- Other duties as assigned.

## Job Qualifications:

**Education/Experience:** Must be currently licensed in the State of Colorado to practice veterinary medicine (or obtain State license soon after hiring) and maintain certification. Minimum three years of experience as an animal shelter veterinarian with substantial responsibilities for population level issues required. Two (2) years of staff supervision required. High quality/high volume surgical sterilization experience required. Must be qualified and eligible to obtain and retain DEA license. Must provide proof of, and maintain, Professional Liability Insurance. Experience performing dental surgeries. Veterinary experience with exotics and barnyard animals a plus. Committed to the mission of the Organization and the success of the Shelter's medicine program, and must embrace the open admission sheltering philosophy. Must have big picture view of animal welfare, herd health and shelter medicine. Bilingual English/Spanish reading, writing, understanding and speaking a plus and includes a wage premium.

**Knowledge, Skills and Abilities:** Knowledge of shelter medicine, including population and individual animal health management, infectious disease prevention and control, and epidemiology, strongly desired. Public speaking and project management skills. Proven decision making and diagnostic skills and interest in pursuing treatment options with limited

resources. Able to work under pressure and multi-task as appropriate. Strong customer service, oral/written communication skills and interest in networking with other professionals. Must be able to work with and educate veterinarians, veterinary technicians and others. Able to interact with staff, volunteers and clients in a professional manner. Able to train and direct the work of others effectively. Able to manage and evaluate employee performance. Organized and skilled in accurately completing records. Available to work a flexible schedule including evenings, weekends and holidays as required. Emotional intelligence, work ethics and integrity skills required. Solid computer skills required. Ability and desire to implement efficiencies on an on-going basis. Available for telephone consultation on emergency cases. Commitment to professional development for self and staff. Must be skilled at handling difficult situations and resolving problems of a unique or sensitive nature.

**Other:** Valid Colorado Driver's License and insurable driving record and have and maintain personal driving insurance meeting Colorado standards. Must be 21 years of age or older (required for insurance purposes). Willing to be rabies vaccinated and have intermittent titer testing.

**Working Conditions:**

Work is performed in an animal shelter with shared office space. Potential for exposure to zoonotic diseases, dangerous and fractious animals, handling animals of varying types and temperaments, high noise levels, hazardous chemicals, anesthetic gases, ionizing radiation (x-rays), and sharp objects. Field conditions may be encountered. Potential for bites and scratches while handling animals. Occasional lifting of up to 50 pounds without assistance and more with assistance; potential for standing on feet for 8 to 10 hours a day; animal handling and restraint in a veterinary setting; driving a motor vehicle; kneeling; squatting; walking dogs on leash; performing physical examinations on animals; handling syringes and needles; potential exposure to hay and dust; potential exposure to deceased animals; audibly listening and verbally communicating. Available to work a flexible schedule and cover department on-call services, and telephone consultation on an emergency basis, as required. Travel to the other Organization Shelter locations will be required.

***NOTE: This job description is not intended to be an exhaustive list of all duties, responsibilities or qualifications associated with the job. NOCO Humane conducts background checks, DMV checks and requires drug testing of all employment candidates.***

**We are an Equal Opportunity Employer. Benefits for full-time employees include options for medical and life, dental, vision and supplemental accident insurance; STD/LTD insurance; a matching 403b plan; paid time off (PTO) accrual; 9 paid holidays and more. Benefits for part-time employees include paid time off (PTO); a matching 403b plan and more.**