Animal Caretaker

athens area
HUMANE SOCIETY

The Athens Area Humane Society is a donor-supported, non-profit, no-kill organization dedicated to rescuing and protecting companion animals by providing for their wellbeing, uniting them with loving homes, and advocating for a compassionate society. AAHS provides for the rescue and care of more than 5,000 animals in the Athens area annually. Established over 25 years ago, AAHS is a group of animal welfare activists whose mission is to rescue, spay/neuter, and find homes for animals in Northeast Georgia and beyond.

Position Overview:

At the Athens Area Humane Society, we are passionate about connecting people and pets. As a trusted resource for our community, we create lasting adoptions, provide quality veterinary care and spay/neutering, and inspire compassionate action through education and awareness. We are innovative, we are passionate, and we are committed. In partnership with our community, we end animal homelessness.

The Animal Caretaker is responsible for stewarding best practices in the shelter that align with strategic goals and assuring that all animals are afforded a humane and compassionate environment while maintaining a high-level of customer service both internally and externally.

Job Summary:

Under the direction of the Shelter Manager, the Animal Caretaker is responsible for the day-to-day duties involved in the care and upkeep of animals, facility, and to facilitate adoption and educational interactions with the public.

Primary Responsibilities:

- Perform cleaning and care of animals and facility in accordance with established procedures and protocols. Clean and disinfect kennels and cage areas, exam areas, showing areas and other animal care areas, maintaining cleanliness standards of facility throughout the day.
- Assist in the adoption process by showing adoptable animals, explaining adoption procedures, discussing adoption concerns, and providing information to the public on animal welfare and care. Assist with introductions and guiding customers through the facility. Process and be able to explain final adoption processes. Filing and entering paperwork according to protocol.
- Assist other staff, volunteers, and visitors in all aspects of shelter programs and processes.
- May also be required to perform other duties to be assigned later by the Shelter Manager, Program Director, or other management team members.

Supervisory Roles:

- Assist in the training and monitoring of volunteers and court ordered community service.

Knowledge, Skills, and Abilities:

- Decisiveness
- Ethics and Values
- Motivating Others
- Strategic Agility
- Initiative

Qualifications:

- Must be able to work in a fast-paced setting.
- Ability to be a supportive team member
- Excellent communication, public relations, and written skills.
- Ability to communicate clearly AAHS's mission and humane care and treatment of animals to the public.
- Knowledge of companion animals including behavior, appropriate care and housing, common health problems, diseases symptoms and handling techniques.

Physical Demands and Work Environment:

- Ability to communicate effectively in English.
- Ability to restrain animals in a safe and appropriate manner.
- Ability to lift and/or move up to 50 pounds.
- Ability to clean the kennel, chemicals, and deal with offensive odors.
- Ability to comfortably interact with companion animals.
- Ability to sit, talk, hear, stand, walk; use hands and fingers, handle or operate objects, reach with hands and arms; climb and balance; stoop, kneel, crouch, and crawl.
- Ability to move throughout the building as needed to meet the requirements of the job.

EEO Policy Statement:

It is the policy of AAHS to afford equal employment opportunities to all qualified individuals without regard to their race, color, ancestry, religion, sex, sexual orientation, national origin, caste, age, physical or mental disability, citizen status, veteran status, gender identity or expression, bankruptcy status or any other characteristic or status that is protected by federal, state or local law.