



Veterinary Assistant Intern

The Athens Area Humane Society rescues and protects companion animals by providing for their wellbeing, uniting them with loving homes, and advocating for a compassionate society. We envision a society where all dogs and cats have a loving home and the bond between pets and people is celebrated. Founded in 1899, AAHS is among the first charitable organizations in Athens and one of its most beloved. Thanks to the generosity of individual donors, small family foundations, and legions of community volunteers, AAHS helps, heals, and homes more than 4,000 pets annually.

Job Summary

Responsible for daily care of all surgical patients, assisting doctors and veterinary technicians with pre-, peri- and post-operative care of patients, general cleaning, and training others to utilize our patient care protocols.

Roles & Responsibilities

- Intake and release patients, including delivering post-operative instructions in a competent and friendly manner.
- Complete forms using basic veterinary medical concepts and language.
- Communicate with public, shelter partners, staff and volunteers in a friendly, engaging manner.
- Follow all written and verbally communicated departmental standard operating procedures.
- Prep surgery patients, observing clinic procedures that enforce sterility and safety of patients.
- Assist with general duties in the operating room during surgery, assisting with movement of patients, recovery of patients, and general flow.
- Monitor anesthesia with a clear idea of abnormal conditions (training provided).
- Complete client paperwork in timely and complete manner.
- Respond appropriately during an emergency, at the directions from a veterinarian and/or RVT and maintain competency during CPR procedures (training provided).
- Support kennel assistants, as needed.
- Train veterinary assistants, new staff members, and trainees to utilize our patient care protocols.
- Other related duties, as needed and assigned.

Qualifications

- At one year of completion toward a two- or four year degree at an accredited college or university.
- Must speak fluent English
- Ability to learn basic veterinary medical concepts, including but not limited to vaccine protocols and anesthetic risks.
- Ability to communicate basic veterinary concepts to pet owners and repeat information relayed by a veterinarian.
- Ability to document patient medical histories accurately and quickly for surgical rechecks.
- Ability and willingness to communicate with the public on a daily basis in a professional manner.
- Animal (cat and dog) handling a plus, but training is provided.
- Ability to learn characteristics of animal behavior (e.g., ability to identify aggressive or fearful behavior)

Physical Demands & Work Environment

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the functions. While performing the duties of this position, the employee is regularly required to talk or hear. The employee frequently is required to use hands or finger, handle, or feel objects or controls. The employee is occasionally required to stand; walk; sit; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this position include close vision, distance vision, color vision, peripheral vision, and the ability to adjust focus. The noise level in the work environment is usually moderate.

Disclaimer

This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employees are required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. All duties and responsibilities are essential functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbents will possess the skills, aptitudes, and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities. This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.

Diversity, Equity, & Inclusion Statement

We work to recruit diverse candidates and ensure our team members have all the tools they need to be successful. Our mission is most effectively fulfilled through proactively supporting the values of equity, inclusion, and diversity. Diversity may be measured by, but is not limited to, differences in age, ethnicity, race, gender identity, sexual orientation, economic circumstance, class, religion, disability, geography, and profession. We acknowledge and respect the many differences that comprise thriving communities and seek diversity in our staff to ensure that a range of perspectives, opinions, and experiences are recognized and acted upon in achieving our purpose. We intend to promote a fully equitable animal welfare sector that justly represents and serves all our constituencies. Consequently, we strongly encourage applications from candidates of color, LGBTQ+ identity, and other historically marginalized communities.