



# Clinic for the Rehabilitation of Wildlife

## Job Description

Job title: **Certified Veterinary Technician / ICU Floor Manager**

Work Location: **Hospital**

Department: **Hospital**

Reports to: **Hospital Practice Manager**

Full-time, Exempt

### Essential Duties and Responsibilities:

- Provides primary support in clinical patient care to Staff Veterinarian and vet team as directed.
- Assists with triage exams and rechecks, performs ICU treatments, feedings, and husbandry for ICU patients. Manages flow of daily ICU patient care tasks.
- Assists in training students in all aspects of patient care and hospital protocols.
- Performs diagnostics (radiographs, in-house lab work including manual CBC's for avian, mammal, and reptile) and provides surgical assistance.
- Monitors patients under anesthesia and recovery, including training students in the same protocols.
- Supervises students, volunteers, and other support staff as needed to provide care for ICU patients.
- Maintains patient medical records database in compliance with regulations. Makes sure all lab work is entered into online database in timely manner.
- Supervises maintenance, cleaning and overall orderliness of the hospital and rehabilitative facilities. Tracks and performs routine maintenance on hospital equipment as indicated with the Hospital Practice Manager.
- Maintains up-to-date clinic drug inventory and organizes and submits requisition orders for supplies and equipment necessary to run a wildlife hospital in conjunction with the Hospital Practice Manager. (*Order requests are submitted to administrative staff member for placement, check-in, bill reconciliation*)
- Assist Hospital Practice Manager in diagnostic and research sample shipments as needed.
- Assists licensed veterinarian and Hospital Practice Manager with inventory of controlled substances, ordering as needed.
- Assists with primary care for neonatal mammals and birds as needed when requested by rehab team.
- Advises all veterinary interns in clinic procedural matters if supervising veterinarian is unavailable.
- Assists with all aspects of rehabilitation process as needed.
- Gives presentations or assists in educational efforts such as "CROW Campus Tours" as directed.
- Gives teaching rounds for students in collaboration with supervising veterinarian.
- Other duties as assigned (cross-trained in other areas of the clinic).

### Education and/or Work Experience

- Extensive wildlife rehabilitation skills. Must be licensed/certified veterinary technician.
- Excellent verbal, written, and interpersonal communication skills.
- Knowledge of office equipment and software systems including Microsoft Word, Excel, and Outlook.
- Must be able to work efficiently, accurately, independently, and be able to multi-task.
- Must be a team player with positive attitude and willingness to teach students and staff.
- Must be able to work cooperatively with co-workers, volunteers, and the public.

### Physical Requirements:

- Ability to safely and successfully perform the essential job functions consistent with the ADA, FMLA and other federal, state, and local standards. Including meeting qualitative and/or quantitative productivity standards.
- Ability to maintain regular, punctual attendance consistent with ADA, FMLA, and other federal, state, and local standards.
- Must be able to talk, listen, and speak clearly.
- Required to stand, walk, and may have to climb and/or balance. Must frequently lift and move up to 50 pounds.

### How to Apply:

Please submit resume, letter of intent, and 3 professional references to Becca Wehmeier, Hospital Practice Manager, at [bwehmeier@crowclinic.org](mailto:bwehmeier@crowclinic.org)