



Job Posting:  
**Wildlife Rehabilitation Manager**

## About us

Wildlife Rescue, Inc. of New Mexico (WRINM) is a 501(c)(3) non-partisan organization dedicated to the rescue, rehabilitation, and release of native New Mexico wildlife, and providing education on wildlife and conservation issues ([wildliferescuenm.org](http://wildliferescuenm.org)). The WRINM Wildlife Clinic is located on the grounds of the Rio Grande Nature Center in Albuquerque, New Mexico.

## Position Description

We seek an experienced, knowledgeable, and dedicated wildlife rehabilitator to lead our Clinic's day-to-day wildlife intake and rehabilitation services and operations. This full-time position is critical to the success of our mission helping wildlife. Work is performed primarily on site at the Clinic, with periodic local travel for job-related duties. This position will report to the Executive Director.

The ideal candidate will: have a passion for wildlife rehabilitation and conservation; possess demonstrable and extensive on-the-job experience in handling and providing a range of rehabilitative care for various wildlife species; be able to work independently and as part of a team; communicate effectively and with a collaborative style; be able work productively and supportively with a dedicated team of volunteers in a diverse community.

## Duties and Responsibilities

1. Reporting directly to the Executive Director, directs the day-to-day animal care operations in collaboration with the Clinic Shift Managers, veterinarian, and lead animal caretakers.
2. Trains, assists, supervises, and delegates work to Wildlife Caretaker staff and Clinic volunteers in all areas of wildlife rehabilitation from admissions to rehabilitation and release. Provides support and guidance to Clinic Shift Managers (CSMs) as necessitated by level of experience and training. Works closely with, provides support to, and coordinates with Transportation Team and Telephone Team members, Mammal Team and Raptor/Education Team members, and subpermittee home rehabilitators.
3. Performs medical procedures appropriate to skill level and training, and in accordance with wildlife rehabilitation permit regulations.
4. In consultation with the Board of Directors (BOD), Clinic veterinarian, and subpermittee home rehabilitators as needed, supervises and assists staff and volunteers through each animal's admission, rehabilitation process, and decisions on suitability for release or euthanasia (e.g. initial and on-going assessment, creation of an individualized

rehabilitation plan, medication administration, diet plan and preparation, wound care, and cleaning and sanitation of enclosures, equipment, and facilities).

5. Oversees, trains, and develops a large, diverse, and talented pool of Clinic volunteers. Assists in initial orientation training and on-going Clinic training of rehabilitation staff and animal care volunteers. Establish learning programs and activities to keep staff and volunteers engaged and trained during the slower season
6. Oversees and audits all patient care/rehabilitation documentation and record keeping.
7. Assures legal compliance with all applicable state and federal wildlife rehabilitation laws, rules and regulations, including rehabilitation permits and renewals, data reporting, and annual reports to wildlife agencies in collaboration with State and Federal permit holders and liaisons.
8. Responsible for inventorying, ordering, and procuring supplies and medications or delegating those duties as appropriate.
9. Creates, reviews, and updates clinic medical and rehab procedures and protocols annually and as needed, in accordance with current IWRC standards and wildlife veterinarian recommendations. Ability to formulate and execute a plan, which may change periodically.
10. Works closely with and fosters productive working relationships with the Executive Director, BOD, and other WRINM staff and volunteers. Collaborates on Clinic goals and problem resolution; participates in establishing and implementing long-term goals and executing specified projects under the organization's multi-year strategic plan. Regularly communicates with and reports at least monthly to the BOD.
11. Reaches out to, collaborates with, and builds strong relationships with wildlife veterinarians and other local wildlife rescue and rehabilitation community partners.
12. Establishes and maintains productive working relationships with Rio Grande Nature Center staff.
13. Ability to develop and implement plans (which may change often) with goals and activities to keep staff and volunteers engaged and trained, during the slower season.
14. May assist with educational outreach activities and public engagement initiatives during slower Clinic times, as directed.
15. Miscellaneous duties as assigned.

## **Required Qualifications**

- Demonstrated experience and knowledge of wildlife care and rehabilitation, with a strong understanding of varied wildlife biology, behavior, habitat preferences, nutrition, and various disease processes and injuries including orphaned animals.
- Minimum of 3 years of direct experience in wildlife rescue and rehabilitation.
- Completion of the IWRC or equivalent Basic Wildlife Rehabilitation course.
- Possess all qualifications required to be added as the Federal and State Rehabilitation Permits principal permittee.
- Minimum of an associate's degree in a related field.

## **Preferred Qualifications**

- Bachelor's degree in wildlife biology, zoology, veterinary science or a related field.

- Minimum of 3 years of experience supervising staff and/or volunteers.
- Certified Wildlife Rehabilitator from IWRC or NWRA.
- Vet Tech or advanced training in wildlife rehabilitation.

## **Knowledge, Skills and Abilities Required**

- Ability to work productively with and provide training to paid staff and volunteers.
- Excellent verbal and written communication, and people skills.
- Composure: Ability to remain calm and maintain self-control amid difficult circumstances and emergencies. Ability to respond in a professional manner in all situations and exhibit a high level of integrity.
- Ability to set and adjust work priorities and evaluate and create solutions to work-related problems.
- Good time management practices and the ability to meet multiple competing deadlines.
- Proficient in basic computer skills.
- Flexibility to work weekends, holidays, and evenings as needed.
- Physical ability to lift and carry up to fifty pounds and perform tasks requiring bending, kneeling, and standing for extensive periods.
- Represent WRINM professionally to the public while maintaining a neat and well-kept appearance, whether at the WRINM Clinic, on the phone, at outreach or training events, or during educational engagements.

## **Conditions of Employment**

- **This position works on site at the WRINM clinic; it is not a remote position.**
- If not already completed, within 180 days of hire must successfully complete the IWRC course “Basic Wildlife Rehabilitation.”
- Meet and maintain all qualifications to be added as the Federal and State Rehabilitation Permits principal permittee within the first six months of employment, and hold permits in subsequent cycles.
- Must possess a valid driver’s license and access to dependable, reliable transportation for transporting supplies (mileage reimbursement available).
- Must be able to successfully pass a criminal background and department of motor vehicle background check.
- Must provide official educational transcripts and proof of rehabilitation certifications.
- Physical ability to perform tasks involving regular movement, including occasional lifting (up to 50 lbs.), and bending, kneeling, and standing for extensive periods.
- Current tetanus vaccination.
- Must successfully complete a six-month probationary period.

## **Salary & Benefits**

**Annual Salary:** \$45,000 - \$55,000 depending on directly related experience

**Employee Status:** Full-time, exempt

**Holiday Pay:** New Year's Day, Thanksgiving, Christmas, and three floating holidays (may be taken on alternate dates in lieu of Memorial Day, 4<sup>th</sup> of July, or Labor Day)

**Paid Leave:** 10 days paid personal time off, subject to blackout days during peak times

**Health Insurance:** Paid stipend for insurance coverage

**For Full Job Details:** please visit the WRINM website at [wildliferescuenm.org](http://wildliferescuenm.org)

**To Apply: For best consideration apply by February 15, 2026.**

Email the following materials to [HR@wildliferescuenm.org](mailto:HR@wildliferescuenm.org):

1) resume; 2) cover letter; 3) at least three professional references with knowledge of your work in this type of role. Incomplete submissions will not be considered.

*WRINM is an Equal Opportunity Employer, making decisions without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, veteran status, disability, or any other protected class.*