

Veterinary Technician - Shelter

- Daily cleaning and disinfecting of technician room and ringworm isolation cages
- Vaccinate incoming animals immediately as they come into shelter to provide quick protection from disease
- Perform cursory exams on every animal that comes into shelter after animal has adjusted (blood tests, deworming, flea product, microchipping, and noting any problem that needs addressing on medical record)
- Monitor all animals' health by checking weights, bloodwork, deworming, heartworm preventative, trimming nails, etc...as needed as per SPCA standards
- Medicate all animals, morning and evening, while consistently evaluating the progress of those animals
- Consult with Medical Director on animals that have more complex medical issues and carry out treatments and special instructions
- Set up spay/neuter for shelter animals Monday through Thursday which entails: fasting the animals the night before and bringing over each animal and their file with instructions as to what they need done while under anesthesia
- Keep accurate medical records in each animal's file during their stay.
- Input all medical records into the computer for any animal leaving the shelter.
- Keep binders updated with current information (foster home binder, medical sheet binder, dental binder)
- Euthanize shelter animals when the committee has signed off
- Euthanize owner request animals two days a week, with owners present during euthanasia. Provide emotional support and portray professionalism parallel to a veterinary facility.
- Assist if medical treatments are needed for wildlife, or if euthanasia is needed
- Coordinate foster homes for underage animals including: a) call foster homes when animals enter the shelter, b) provide supplies for that foster home from medications to food, c) provide support via phone when any problems or questions arise, d) coordinate vaccines every 3 weeks e) coordinate return date for animals based on space in shelter. **There is often as many as 150 kittens in foster care during the spring and summer months.**
- Schedule pickups for Abbey Glen cremations
- Provide customer service for phone calls coming into the shelter regarding medical questions about shelter animals. If needed, consult with veterinarian about complex topics that might be asked.
- Monitor the inventory of special diets needed for shelter animals and order when low