



# HOWELL NATURE CENTER

## ~ Job Description ~

Position Title: **Wildlife Care Specialist- Wild Wonders Wildlife Park**

Department: **Wildlife**

Reports to: **Coordinator of Wild Wonders Wildlife Park** Status: **Full Time Non-Exempt**

**General Function:** Under direction of the Coordinator of Wild Wonders Wildlife Park and Assistant Coordinator of the Wildlife Care Specialist (WCS) provides daily care for the animal ambassadors in Wild Wonders Wildlife Park and Global Village; maintains designated animal, staff and guest areas in the Wildlife Park and Global Village; and interacts with guests to provide engaging, educational experiences.

**Entry Requirements:** Ability and experience in providing care for wildlife; ability to maintain and repair facilities; ability to communicate effectively with supervisors, volunteers and team members; ability to speak publicly to large groups; integrity, adaptability, problem-solving, judgment, and patience; Bachelor's Degree in related field.

### **Essential Duties and Responsibilities:**

- **Animal care** – Provides daily care for all animal ambassadors in the Wildlife Park and Global Village, including: feeding, cleaning habitats, administering medication, providing enrichment, performing operant conditioning training, observing and documenting animal behavior and physical condition, record keeping, capturing and restraining animals, participating in medical examinations and procedures, and transporting animals.
- **Facility maintenance and repair** – Maintains animal, staff, and guest areas within the Wildlife Park and designated areas within Global Village, including: performing maintenance checks as assigned; performing yardwork such as leaf and snow removal, tree trimming, grass mowing/weed-whacking, and refreshing substrates; installing habitat furnishings; performing repairs within habitats and of equipment; and cleaning public pathways and buildings and inspecting these areas for hazards.
- **Resource inventory and procurement**- In collaboration with the Coordinator, follows established procedures to inventory, manage and procure resources such as food, supplies and medications.
- **Communication** – Effectively communicates issues and needs with team members, Coordinator and Assistant Coordinator in a timely manner. Effectively communicates pertinent information to volunteers and interns, including updating written materials.
- **Guest interaction and engagement** – Interacts formally and informally with guests to provide an engaging, educational experience.
- **Volunteer and intern training and supervision** – Assists in training and development of volunteers and interns and provides daily supervision and recording of hours.
- **Continuing Education**- Continues to increase knowledge in order to utilize up-to-date animal care information and techniques.
- **Programs and events** – Participates in, supports, and/or leads Howell Nature Center programs and events as assigned.
- **Special projects** as assigned by the Coordinator, Manager, Director and CEO.

### **Job Specifications and Physical Requirements:**

*The requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

- **Minimum Age:**
  - Must be 21 years of age
- **Education/Certifications:**
  - Bachelor's degree from four-year college or university in Biology, Zoology, Animal Sciences or a related discipline; minimum of 6 months of wildlife-related experience.
- **Language Skills:**
  - Ability to read and interpret records and instructions. Ability to write reports, business correspondence, and detailed records. Ability to effectively present information and respond to questions from supervisors, volunteers and the general public.
- **Technical/Mathematical Skills**
  - Ability to calculate figures and amounts such as proportions, percentages, and volume.
- **Animal-Related Skills and Requirements**
  - Ability to observe and interpret animal behavior, body posturing, and symptoms of injury and illness.
  - Ability to safely capture, restrain and handle wildlife from all taxonomic groups.
  - Ability to work calmly around animals during high-pressure situations such as emergencies and escapes.
  - The employee will be required to participate in euthanasia decisions due to medical conditions and conditions affecting quality of life.
- **Physical Requirements**
  - The physical demands described here are representative of those that must be met by an employee to perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.
  - While performing the duties of this job, the employee is regularly required to talk or hear. The employee is occasionally required to sit. The employee is frequently required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and smell. The employee must frequently lift, push and/or pull up to 25 pounds and occasionally lift, push, and/or pull up to 50 pounds. Specific vision abilities required by this job include close and long distance vision.
- **Working Conditions**
  - The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
  - While performing the duties of this job, the employee is frequently exposed to wet and/or humid conditions, moving mechanical parts, and outside weather conditions. The noise level in the work environment is usually moderate.
  - While performing the duties of this job, the employee is frequently exposed to dangerous animals and animals with risk of zoonotic disease transmission.
- **Hours**
  - This position will be scheduled to work 40 hours per week over 5 days.
- **Compensation**
  - The hourly rate for this position is \$12 per hour.

**Please email Laura Butler, our Director of Wildlife, at [laurab@howellnaturecenter.org](mailto:laurab@howellnaturecenter.org) with an updated resume to arrange an interview.**