



**Position:** Sanctuary Animal Caretaker

**Location:** Kendalia, TX

**Website:** [www.wildlife-rescue.org](http://www.wildlife-rescue.org)

**Apply to:** [tstables@wildlife-rescue.org](mailto:tstables@wildlife-rescue.org)

**Job Type:** Full-time, Hourly, Non-exempt

**Description:** The Sanctuary Animal Caretaker is responsible for ensuring that proper care is given to all animals at WRR according to approved protocols and standards. Animal Caretakers will be responsible for daily feeding, enclosure cleaning and maintenance, behavioral observations and enrichment activities for a wide variety of Texas native and non-native avian, mammal, and reptile species. These animals include, but are not limited to, opossums, songbirds, doves, deer, waterfowl, turtles and tortoises. This position involves substantial animal care responsibilities, triage and care of new arrival patients, administrative duties (record keeping and telephone work), and fieldwork involving rescues, releases and transportation of animals.

### **Primary Position Duties and Responsibilities**

#### **Essential Duties of the Job:**

- Complete Animal Caretaking shifts at the Kendalia location, upholding the high standards of care required.
- Responsible for the health and well-being of all animals and integrity of housing and enclosures. Maintain detailed notes in departmental logs. Report abnormalities in animal health or behavior to appropriate supervisor or Director of Animal Care.
- Feed all animals according to dietary guidelines and feeding schedule.
- Maintain high standards of cleanliness in all enclosures and cages at all times.
- Monitor health of animals and report observations to medical staff.
- Medicate sick or injured animals.
- Complete facility and enclosure maintenance and landscaping as required, including repairs, mowing, weed-eating, tree trimming, etc..
- Responsible for occasional rescues, releases and transportation of animals.
- Adhere to protocols for admitting animals, filling out all paperwork completely, initial set up of animal (including hydration, feeding, and initial medical care), and working with the public who may be bringing the animal to us in a professional and diplomatic manner.
- Complete required admission forms, internal and external paperwork and phone logs in a timely manner.
- Represent WRR professionally to the public while maintaining a neat and well kempt appearance whether at the Kendalia Wildlife Sanctuary, on the phone, at events or during educational engagements.
- Maintain an in depth knowledge of WRR policies and protocols. Assist with training or retraining as needed.
- Mentor volunteers & apprentices, being sure the quality of care given is up to the WRR standard of excellence. Report all concerns to appropriate area supervisor or to the Apprentice & Training Coordinator.
- Monitor feed and supplies. Report low inventory levels to appropriate Manager.
- Other duties as assigned.



**Requirements:**

- **Education:** A bachelor's degree in Wildlife Biology, Zoology, and/or Biology is preferred.
- **Experience:** 2-years of full-time rehabilitation and animal care experience is preferred, with preference given to experience with native, Texas wildlife species.
- **Attendance:** Must maintain regular and acceptable attendance.
- **Vaccinations:** Meningitis, rabies pre-exposure and Tetanus vaccinations are required within the initial period of employment. Negative TB test is also required.
- **License:** Valid Driver's License with good driving record required.
- **Physical Ability:** Must be able to lift 50lbs.
- **Technology:** Proficient knowledge of MS Office, Word, Excel etc.. In addition, the ability to conduct data entry into online databases.

*WRR is an Equal Opportunity Employer.*