

LIVINGSTON COUNTY JOB DESCRIPTION

VETERINARIAN

Supervised By: Animal Shelter Director
Supervises: Departmental employees as assigned
Department: Animal Shelter
FLSA Status: Exempt

Position Summary:

Under the supervision of the Animal Shelter Director, this position is responsible for the overall care of the shelter animals. This position performs surgeries, including spay and neuter for shelter animals, operates high volume spay and neuter clinics for the public, and performs other additional soft tissue surgeries as needed. The Veterinarian diagnoses and sets up medical treatment plans for a wide variety of health issues in shelter animals, provides medical treatment for sick and injured strays, and performs triage as needed. This position also provides advice on animal abuse, cruelty, and/or neglect cases, provides reports for criminal cases and may serve as an expert witness on such cases.

Essential Job Functions:

An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

1. Oversees and manages all veterinary and medical care related to shelter animals. Plans and implements a comprehensive health care program including environmental sanitation, disease surveillance, physical examinations, vaccination, parasite control, disease testing and treatment, surgery, nutrition, outbreak response and environmental enrichment for animals in the shelter.
2. Participates in the intake process, ensuring each animal receives a physical examination upon intake and that sick and injured animals are diagnosed and treatment is prescribed.
3. Performs high volume spay and neuter surgeries for shelter animals and the public. Performs additional surgeries as necessary on shelter animals.
4. Provides triage and emergency medical care, including being on call, as needed. Emergency care includes, but is not limited to, IV catheter placement, emergency surgeries, transfusions, etc. Diagnoses and treats injuries and medical conditions with pain control, supportive, and life-saving treatments.

5. Monitors the health of animals in the shelter (in collaboration with shelter staff) and provides appropriate treatment when necessary.
6. Provides education, leadership, direction, guidance, and training for veterinary technicians, other shelter staff, and volunteers. Educates staff and volunteers in surgical anesthesia, surgical assistance and post-surgical care, animal diseases, medical treatments, testing vaccination, disease control and prevention, sanitation and public health.
7. Assists with developing written protocols for the shelter clinic.
8. Advises Animal Control Director and Animal Control Officers on abuse, cruelty, and neglect cases. Writes veterinary reports and may appear in court for such cases.
9. Performs necropsy on shelter animals to determine cause of death or disease for herd health information, and as legal evidence in abuse, cruelty, or neglect cases.
10. Keeps abreast of medical, legislative, and regulatory developments, new techniques, and current issues through continued education and professional growth. Attends conferences, workshops, and seminars as appropriate.
11. Communicates verbally and in writing with staff and adopters regarding the medical care provided, any special health needs and recommended follow-up for each adopted animal.
12. Performs all other duties as assigned.

Required Knowledge, Skills, Abilities and Minimum Qualifications:

The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the job.

Requirements include the following:

- Doctor of Veterinary Medicine degree and two years of experience as a veterinarian.
- The County, at its discretion, may consider an alternative combination of formal education and work experience.
- Veterinary License in the State of Michigan and in good standing with the Michigan Board of Veterinary Medicine.
- Ability to qualify and obtain a premise Schedule IV DEA license and Michigan Pharmacy License.
- Michigan Vehicle Operator's License.

- Thorough knowledge of the principles and practices of providing medical care for animals in a shelter environment, performing surgeries, and humane euthanasia.
- Considerable knowledge and skill in performing a variety of surgeries, providing education to staff, volunteers and the public on care and disease prevention of animals, and identifying animals that are victim to abuse, cruelty, and neglect.
- Skill in assembling and analyzing data, preparing comprehensive and accurate reports and the ability to identify and implement new best practices.
- Skill in effectively communicating ideas and concepts orally and in writing.
- Ability to establish effective working relationships and use good judgment, initiative and resourcefulness when dealing with County employees, contractors to the County, representatives of other governmental units, professional contacts, elected officials, and the public.
- Ability to assess situations, solve problems, work effectively under stress, within deadlines, and in emergency situations.
- Skill in the use of office equipment and technology, including Microsoft Suite applications and ability to learn any department-specific software.
- Skill in the use of a variety of veterinary medical equipment including, but not limited to, anesthesia machines, pulse oximeters, autoclave, surgical instruments, refractometer, X-ray and X-ray processor, microscope, and stethoscope.
- Ability to respond to emergencies or service needs on a 24-hour basis.

Physical Demands and Work Environment:

The physical demands and work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the 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 regularly required to communicate in person and by telephone, read regular and small print, view and produce written and electronic documents, and enter data on a computer keyboard with repetitive keystrokes. The employee must be mobile in an office setting, stand, sit, stoop and kneel, use hands to finger, handle, or feel and reach with hands and arms. The employee must lift or push/pull objects of up to 40 lbs. without assistance. Accommodation will be made, as needed, for employees required to lift or move objects that exceed this weight.

The typical work environment of this job is a clinical or office setting where the noise level is quiet and sometimes moderate. Though applicable safety procedures are documented and utilized, the incumbent may be exposed to unsanitary or unhygienic materials, individuals, and situations in the course of performing required duties.