



THE WILDLIFE CENTER OF VIRGINIA

P.O. BOX 1557 • WAYNESBORO, VIRGINIA 22980 • 540-942-WILD • FAX 540-943-WILD

The Wildlife Center of Virginia is currently accepting applications for a full-time Wildlife Rehabilitator and Project Manager. The Center is looking to fill the position immediately; however, the position will remain open until the right candidate is hired.

We are seeking a mature and innovative individual, with strong speaking skills, that can fulfill the duties of training the art of wildlife rehabilitation, take the lead on our internal rehabilitation training programs, and fulfill the duties of a wildlife rehabilitator.

I. Training and Educational Outreach

- A. Support and promote the organization's mission of teaching the world to care about and to care for wildlife and the environment.
- B. Develop and teach wildlife rehabilitation training courses through the Wildlife Center's Wildlife Care Academy, including online, on-demand, and "on the road" courses.
- C. Work in conjunction with the Wildlife Care Academy coordinator to develop and improve training material.
- D. Train and mentor rehabilitation apprentices as needed.
- E. Develop and lead educational programming for rehabilitation externs and veterinary and veterinary technician externs.
- F. Assist in teaching veterinary and veterinary technician students about rehabilitation/caretaking protocols.
- G. Teach developed courses to rehabilitators and volunteers as needed.
- H. Write at least two articles per year for submission to a national wildlife rehabilitation journal.
- I. Provide support for the Wildlife Center of Virginia's annual *Call of the Wild* Conference, Gala and Benefit Auction; present at Call of the Wild Conference.
- J. When travel funding permits, submit one abstract per year to speak at a national conference held by such organizations as the National Wildlife Rehabilitators Association (NWRA), the International Wildlife Rehabilitation Council (IWRC), etc.
- K. Assist in the collection of photographs of mammals, reptiles, amphibians, and birds for classes, workshops and educational/promotional materials.

II. Animal Care

- A. Provide excellent rehabilitative care to all animals at the facility.
- B. Daily cleaning and feeding of all animals housed at the facility.
- C. Evaluate patients for release. Monitor animal's health, attitude, appetite, etc., and maintain written records of each animal's progress. Report evaluations to veterinarians and participate in daily clinical rounds with veterinary staff to discuss medical cases.
- D. Must be able to handle emotional aspects of euthanasia.
- E. Exercise all flighted raptors daily and record progress in patient record.

- F. Assist with restraint, examination, diagnostic procedures and treatment of animals.
- G. Admit patients and complete associated records. May also examine and administer first aid to patients or new arrivals in the absence of the veterinarian or technician, within constraints of training and experience.
- H. Communicate with other permitted rehabilitators in the state to transfer healthy juvenile animals out of the hospital. Arrange for transportation to transfer site as needed.
- I. In conjunction with veterinary staff, develop and improve rehabilitation protocols for birds, reptiles, amphibians, and mammals.
- J. On a regular basis and in conjunction with the Hospital Director, re-evaluate protocols and give input on accepted procedures.
- K. Maintain high standards of cleanliness in hospital, kitchen and animal housing areas.
- L. Maintain rehabilitation, nutrition, diet, and exercise records up to date in WILD-ONE.

III. Project Manager

- A. Manage and coordinate the preventative and corrective maintenance of cages, enclosures, grounds, perches, etc. Recognize and correct any maintenance or safety hazards when possible. Report other problems to the Hospital Director.
- B. Manage and coordinate the preventive and corrective maintenance of the outdoor facilities and equipment.
- C. Maintain inventory of animal food, paper products, and cleaning supplies. Order supplies as necessary and budgeted.
- D. Coordinate with rehabilitation, carpentry, and special project volunteers.
- E. Coordinate the rehabilitation internship and externship program.
- F. Coordinate and facilitate collaboration with other rehabilitation and wildlifecenters.
- G. Coordinate with those completing court-ordered community service.
- H. Create new wildlife rehabilitation protocols and strategies, based on research and evidence base practices
- I. Coordinate with the Hospital Director and the Vice President of Administration any construction or facilities' projects.
- J. Develop, coordinate, and evaluate, a hygiene and pest control plan.

IV. Other Duties

- A. Obtain a personal Virginia Wildlife Rehabilitator permit within one month of start date. Acquire six hours of continuing education yearly to maintain permit. Renew permit annually.
- B. Obtain IWRC's Certified Wildlife Rehabilitator (CWR) designation within one year of start date. Acquire two continuing education units (CEUs) biennially to maintain permit. Renew permit every two years.
- C. As a team, coordinate with other rehabilitation staff to ensure daily coverage of hospital [weekdays, weekends, holidays, and snow days].
- D. Other duties, responsibilities, and special projects, as assigned.

Requirements

- Bachelor's degree.
- At least two years of wildlife rehabilitation experience.
- High public speaking skills.
- One to two years on leadership and staff management experience.
- At least one year of instructional or teaching experience.
- IWRC Certified Wildlife Rehabilitation designation preferred.
- Pre-exposure rabies vaccination required. Provide proof of vaccination or adequate titer within the previous two years of start date.
- Demonstrated supervisory and managerial experience.
- Demonstrated experience in effective public speaking and writing skills.
- Demonstrated reliability and dependability; willingness to work weekends and holidays as necessary.
- Demonstrated ability to handle diverse, competing tasks independently, efficiently, and accurately; flexibility is a must.
- Must be even-tempered and diplomatic.
- Ability to organize, set goals, and meet deadlines; attention to detail.
- Team player with strong interpersonal and communication skills.
- Ability to work independently and as part of a team.
- Professional appearance and demeanor; ability to interact and communicate with the public, law enforcement, regulators, veterinarians and others.
- Strong commitment to protection of wildlife and the environment.
- Ability to lift/carry equipment and animals up to 50 pounds.

Schedule

- 40 hours per week.
- One weekend day per week required.
- Holiday work required.

Salary

- Based on experience and qualifications.
- One week paid vacation during the first year of employment.
- Paid sick and personal leave.
- 50% Health insurance.
- Eligibility for 401k plan enrollment, with employer match, after six months of employment.
- Cost of VA rehabilitation and CWR examination.

TO APPLY:

Please email cover letter, résumé, and three letters of recommendation to:

The Wildlife Center of Virginia
C/O Hospital Director
P.O. Box 1557
Waynesboro, VA 22980
(and/or edominguez@wildlifecenter.org)