



Lead Surgery Veterinary Technician

FSLA Status: Exempt

Summary

As the region's largest open admission animal shelter, ACCT Philly's surgical program depends on skilled, communicative individuals with best practice standards. The Lead Surgery Veterinary Technician, in combination with the Medical Director and the Veterinary Medical Practice Manager, oversees all aspects of surgical operations at the shelter and is seen as the team lead for surgery nurses. This key role ensures that ACCT's Philly's animals receive a high standard of care and that the surgical team operates as a "best in class" unit. The role is high volume, fast paced, and high impact.

Core Responsibilities

- Oversee inventory and ordering for surgery
- Ensure timely maintenance and repair of all anesthesia, blood work and surgical equipment
- Monitor, log, and track of all controlled substances
- Calculate and prepare drugs needed for anesthesia, surgery, and pain control
- Ensure the safe, humane, and efficient movement of animals through the shelter
- Prep patients for surgery, including anesthesia induction, intubation, and performing surgical clip and scrub
- Intraoperative anesthesia monitoring and surgeon support
- Post-operative monitoring, recovery and care for patients
- Prepare surgical packs
- Oversee the training of new and current surgery nurses
- Enter surgery, medical and anesthesia notes into electronic medical record system
- Fill medications to go home, discharging patients and educating clients (fosters, new adopters, reclaiming owners, etc.)
- Work courteously and cooperatively with staff and volunteers to ensure that all established procedures and policies of the Animal Care and Control Team of Philadelphia are followed; follow established procedures governing safe work practices including, but not limited to, wearing protective clothing and/or equipment when necessary; perform duties in a manner which encourages attainment of goals, contributions and business for the Animal Care and Control Team of Philadelphia and its programs.
- Treat people and animals with respect; contribute to effective teamwork; and foster public relations beneficial to the Animal Care and Control Team of Philadelphia and its programs; promote a humane and caring attitude toward all animals and treat all animals humanely, properly and with compassion at all times, regardless of circumstances including those that are sick, injured, feral or aggressive.

- The intent of this job description is to provide a representative level of the types of duties and responsibilities that will be required of the position and shall not be construed as a declaration of the total of the duties and responsibilities of the position. Employees may be directed to perform job-related tasks other than those specifically presented in this description.

Qualifications

Possesses strong technical skills, including strong surgical and anesthesia knowledge base; Is personable, outgoing, patient, professional, and able to get along well with a variety of people; has strong written and verbal communication skills; maturity, good judgment and a professional personal appearance; strong organizational and computer skills; the ability to remain pleasant and clam even in stressful situations; the ability to ask appropriate questions to gather information along with the ability to feel and show empathy for other; the ability to turn people down, firmly when necessary, without becoming aggressive or unpleasant; affection for animals, concern for their welfare, and a willingness to accommodate animals in the work place; comfort and ability in working with animals of unknown disposition and those who may exhibit medical and other problems as well as aggressive tendencies; willingness and ability to learn and maintain knowledge of small animal behavior and health, common issues and ways to address them; ability to problem solve and work with minimal supervision; ability to accommodate varied assignments and schedules; ability to life and move objects and animals weighing up to 50 pounds for short distances and to humanely restrain an animal when necessary; must have a sincere interest in the work, programs and mission of ACCT Philly.

Education and Work Experience

Must be a CVT or board eligible within 3 months of hire; shelter experience and/or high quality, high volume spay/neuter program experience preferred

Work Environment

ACCT Philly is open to the public 8am to 8pm on weekdays and 10am to 6pm on weekends and holidays, and may have as many as 300 interactions with the public in a given day, including with volunteers and rescue partners. The shelter operates at a fast pace and experiences rapid turnover of patients. While performing the duties of the job, employees are frequently exposed to odors and high levels of noise.

Hours/Status

This is a full-time position. Work schedule including days and hours may vary according to the needs of the organization, may include weekends, nights, and holidays. This position is FSLA exempt status. This is a non-Union position.

Immediate Supervisor: Medical Director (a veterinarian)

Compensation: Salary starting at \$45,000 commensurate with experience.

Introductory Assessment Period

The introductory assessment period runs from the date of hire for 90 days thereafter. For employment in any position with ACCT Philly, this introductory assessment period is the period during which the specifics of the job are learned. During this period, either the employee for ACCT Philly may end the employment relationship without notice or prejudice.

Employment

This position is currently funded for one full year with status to be determined thereafter, dependent on additional funding or available budget. There is no minimum period of employment guaranteed or implied by acceptance of an employment offer. It is the policy of ACCT Philly that all positions are governed by the needs of the agency, which means that employment is “at will” and for no specified term. Either ACCT Philly or the employee may terminate employment at any time.