

Calgary Humane Society is a dynamic, non-profit organization whose vision is to use innovative strategies to lead, inspire, and educate in the humane treatment of companion animals, fostering an enlightened community which consistently demonstrates respect and compassion for animals.

Our mission statement is to help as many animals as we can.

As an organization, CHS values compassion, teamwork, respect, integrity, innovation, and commitment.

## Position Title:

## ANIMAL CARE ATTENDANT - CASUAL/ON-CALL

**Please state your availability in your cover letter. Preference will be given to candidates who have the flexibility to pick up shifts on short notice.**

### Position Description:

Reporting to the Team Lead of Animal Care & Enrichment, CHS Animal Care Attendants are responsible for providing exemplary care and comfort to all of our animals on a daily basis. The team also works collaboratively with all departments to achieve clean and sanitary conditions and satisfy the needs of all animals our care.

### Duties:

- Maintain clean and sanitary conditions in all areas where animals are housed and provide humane, fair, and equal treatment of all animals in the care of CHS.
- Ensure that all equipment and supplies are neatly organized and put away at all times and that all work areas are kept neat and orderly.
- Daily cleaning, spot cleaning, and disinfecting of assigned kennel areas per cleaning guidelines and protocols.
- Provide proper food amounts and types, water, proper bedding, litter areas, hiding/perching areas, behavior enrichment, proper light, humidity and temperature, to all animals per the animal feeding and care guidelines.
- Observe animals for signs of disease, injury, illness, or behavioral problems and report concerns to appropriate department(s).
- Assist with the movement of animals through the shelter and maintain proper records including animal monitoring cards, computer records, and identification as required.
- Collaborate with all operational departments to ensure successful outcomes of animals.
- Support and participate in daily animal behaviour enrichment programs, documenting activities as required.
- In consultation with the Behaviour Counselors, work to implement training plans for dogs in care.
- Observe and document animal behaviour and provide feedback and consultation on best path forward.
- Other duties as assigned.

### Position Requirements:

- Minimum high school diploma.
- CHS is a COVID-19 safe workplace. With limited exceptions, CHS requires all employment applicants provide proof of fully vaccinated status in accordance with current guidelines. CHS also complies with all in-force Alberta Health Services directives regarding COVID 19 safety.
- Minimum one-year experience of professional or volunteer experience working with animals required.
- Genuine concern for the welfare of all animals.
- Successful candidate will be required to provide a criminal record check at their own expense to be arranged by CHS.
- Ability to work as part of a team or independently as required.
- Flexibility to work overtime when required.
- Ability to communicate professionally and effectively, both verbally and in writing.
- Familiarity with Microsoft Office suite.
- Excellent organizational skills and the ability to manage a wide range of tasks and competing priorities in a fast-paced environment.

### Physical Requirements:

- Physically capable of and comfortable handling a variety of species including but not limited to: cats, dogs, rabbits, birds, rodents, and reptiles.
- Capable of lifting up to 50 lbs.
- Performing repetitive motions of reaching, squatting, bending, pulling.

**CLOSING DATE: POSTING WILL REMAIN OPEN UNTIL A SUITABLE CANDIDATE IS FOUND**

Please apply in confidence referencing the position you are applying for, including salary expectations to [careers@calgaryhumane.ca](mailto:careers@calgaryhumane.ca)

**We thank all applicants for their interest in working at Calgary Humane Society however only those selected for an interview will be contacted. No phone calls please.**