The Peninsula SPCA is currently accepting applications for the following positions:

Community Engagement Coordinator

FT or PT/Hourly

Responsible for the Peninsula SPCA's volunteer and foster programs, as well as community outreach events.

Summary: The Community Engagement Coordinator plans, develops and oversees the Peninsula SPCA's (PSPCA) **volunteer and foster programs**, as well as **community outreach events**. The ideal candidate will further the mission of the Peninsula SPCA and its strategic goals through volunteer and foster recruitment, training and supervision. The Community Engagement Coordinator will also be responsible for outreach and awareness events that help to foster community partnerships, promote the Peninsula SPCA's mission and community resources, and increase volunteer engagement.

The Community Engagement Coordinator reports to the Humane Education Manager.

See Full Job Description and Duties

To apply:

Submit cover letter and resume to:

Megan Steele, Peninsula SPCA, 523 J. Clyde Morris Boulevard, Newport News, VA 23601

Or e-mail to <u>megan@peninsulaspca.org</u>, and enter **RE: COMMUNITY ENGAGEMENT POSITION** in the subject line.

Barnyard/Facility Manager (FT/Salaried)

Position manages the Peninsula SPCA's Barnyard Operations and Grounds Upkeep

Summary: Responsible for the care, feeding, and enrichment of barnyard animals. Supervises volunteers and barnyard assistants. Ensures maintenance and upkeep of the shelter and grounds. Works closely with barnyard veterinarian to ensure the highest quality of care and medical attention is provided. Coordinates with Humane Education Manager to provide educational and engaging experiences for all visitors.

Barnyard/Facility Assistant (PT/Hourly)

Position provides primary care for barnyard animals and assists with grounds/facility maintenance

Summary: Responsible for the care, feeding, and enrichment of barnyard animals. Treats animals with kindness and respect. Maintains a clean and sanitary environment for animal health and safety. Ensures maintenance and upkeep of the shelter and grounds. Provides educational, safe and engaging experiences for all visitors.

See Full Job Description & Duties

Kennel Attendant & Front Desk/Adoptions

PT/Hourly

Performs animal care duties such as feeding, cleaning and exercising, and provides excellent customer care to shelter customers and potential adopters

Summary: Provide primary care for sheltered animals; treat animals with kindness and respect, help socialize animals to make them more adoptable; maintain a clean and sanitary environment for animal health and safety; facilitate animal interaction with potential adopters; maintain confidentiality of information as appropriate; interact professionally and in a friendly manner with the public in person, on the telephone and by email/social media as directed.

See Full Job Description and Duties

Shelter Veterinarian

Peninsula SPCA, Newport News, Virginia

Job Description

The Peninsula SPCA, an Adoption Guarantee animal shelter and humane education center, seeks an innovative, experienced veterinarian with a passion for shelter medicine to lead our clinic and animal care staff as we expand our public clinic service offerings on the Virginia Peninsula. This position serves as the Veterinarian-in-Charge for the Peninsula SPCA and oversees all aspects of veterinary care for both the shelter's adoptable animals as well as the animals in our Petting Zoo and animal clients seen at our walk-in vaccination clinics and scheduled spay/neuter clinic. This position reports directly to the shelter's Executive Director and works closely with shelter management, animal care staff and the clinic's client base. The SV performs all surgical procedures at the PSPCA, including spay/neuter surgeries through the shelter's clinic, and performs/supervises all vaccination and other procedures that take place through our low-cost clinics. The SV will also lead the coming expansion of clinic services offered to include future evening walk-in clinic opportunities.

In addition to sheltering small animals such as dogs, cats and rabbits, the PSPCA houses a Petting Zoo where goats, sheep, alpacas, miniature donkeys and other farm-type animals are kept; the general veterinary health of these animals is also under the supervision of the SV. Other responsibilities include hiring, training and supervising medical staff; departmental budgeting; updating medical protocols and SOPs and participation in staff and Board meetings as requested. Benefits offered include paid holidays and vacation; an employee health insurance plan and a retirement savings plan.

This position is estimated to require 32-40 hours per week.

How To Apply

Please email a cover letter, resume, and professional references to megan@peninsulaspca.org Applications may also be delivered in-person during the hours of 11 a.m. and 5 p.m. Monday through Friday at 523 J. Clyde Morris Boulevard in Newport News.

Apply online: <u>https://peninsulaspca.org/get-involved/employment/</u>