



## JOB DESCRIPTION

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**TITLE:** Zoo Veterinarian

**REVISED:** January 2019

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**GENERAL PURPOSE:** This position is part of the Zoo Management Team and under the supervision of the Zoo Director. Must display a professional attitude and appearance to both visitors and co-workers. Responsibilities include all aspects of veterinary care including but not limited to: preventative medicine, management of the clinical caseload, oversees procurement, inventory and RPZ research projects. Responsibilities also include medical record keeping, keeper education, instruction, and mentoring of the veterinary interns and students.

### **PRIMARY DUTIES AND RESPONSIBILITIES:**

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Direct responsibility and accountability for providing a veterinary care and preventive health program for the animals at RPZ according to industry and AAZV best practice standards. Has the authority to implement a veterinary care and preventive health programs, to approve the pest control program for RPZ, and all those rights granted a licensed veterinarian by the State of North Dakota.
- Reviews and approves all diets and will notify Curator of any medical concerns in the collection that may require diet modifications.
- Purchases medical supplies, pharmaceuticals, and equipment within budgetary guidelines. All major purchases must have approval from Zoo Director.
- Forecast capital/medical equipment needs for budgetary consideration with the Zoo Director for annual budget process.
- Direct responsibility and accountability for conducting all veterinary operations in a manner that meets or exceed USDA requirements.
- Collaborates with the Curator for husbandry modifications and animal health issues that require research and working directly with investigators on any husbandry and animal health research project.
- Has direct responsibility and accountability for following Zoo Policies, Procedures and Protocols.
- In coordination with the Director, Curator and Safety Officer participates in the creation, review, and implementation of the Zoos' safety programs.
- Has the authority and responsibility to act immediately on issues of safety or security as it relates to animals, visitors, and staff.
- Responds to animal security issues immediately in accordance with RPZ Animal Escape policy as necessary.

## **JOB DESCRIPTION**

### **Zoo Veterinarian**

- Understands, supports, and ensures staff follows RPZ PPE (Personal Protection Equipment) policies.
- Direct responsibility and accountability for keeping detailed accurate and timely clinical pathology, pathology, and ZIMS Medical records in conjunction with the General Curator. Veterinary reports must be issued and entered in ZIMS Medical Records within 48 hours.
- Direct responsibility for processing the Proposed Animal Transactions (e.g. review medical records, contact attending veterinarian at institution of origin or receiving institution to discuss transaction, contact regulatory agencies to determine shipping requirements, determine pre-shipment tests, schedule exam, review results, authority to approve/disapprove transaction).
- Direct responsibility and accountability for supervising any staff, interns or volunteers hired for veterinary duties.
- Direct responsibility and accountability for discharging duties in a professional and courteous manner.
- Participates in staff/intern interviews as requested including selections of veterinary students or interns.
- Performs other duties as assigned or required.

### **ADDITIONAL DUTIES**

- On call 24 hours a day. Works weekends, holidays and overtime as required. Emergency relief vet services must be arranged prior to travel for vacations and conferences.
- Attends conferences and workshops as required. Participates in additional conferences, workshops, seminars, and AAZV and AZA committees as approved by the Director.
- Represents the mission of RPZ in our community. May attend public/private functions and media events. Participates in on and off- site presentations.
- Actively participates in staff meetings/education, exhibit planning, and budget meetings as requested by Director. Provides weekly veterinary summary to staff.
- Publish clinical case reports and research findings when appropriate.
- Must be able to work in a cooperative relationship with Curator to improve animal wellness and access animal welfare

### **MINIMUM QUALIFICATIONS:**

#### **Education and Experience:**

Must be a graduate of an accredited veterinary college with a degree of DVM, VMD or equivalent.

#### **Required Licenses or Certifications:**

- Responsible for acquiring and maintaining a license from the State of North Dakota to practice veterinary medicine within a reasonable amount of time after starting the position.
- Responsible for acquiring and maintaining a DEA controlled substances license.
- Responsible for acquiring and maintaining federal and state accreditation and insurability for medical liability.
- Has the authority to conduct veterinary operations in a manner consistent with the requirements of the licenses.

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### **Zoo Veterinarian**

- Valid North Dakota motor vehicle operator's license.
- Must be accredited under the USDA's National Veterinary Accreditation Program (NVAP) as a Category II Veterinarian for accreditation to issue health certificates.

#### **Required Knowledge of:**

- Must be an intermediate user of ZIMS Medical, ZIMS, Outlook, Word, Excel, PowerPoint and Microsoft Access, and Google.
- Principles and practices of zoo operations is preferred.
- Purchasing supplies and maintain supply inventories within designated budget.
- Supervising, leading, and delegating tasks and authority.

#### **Work Environment:**

- Work is performed on the Zoo campus.
- Must be able to work outdoors and indoors under all environmental conditions.
- Must be able to perform very heavy work exerting at least 100 pounds of force occasionally, and or up to 50 pounds of force frequently. Must be able to climb and maintain body equilibrium while performing various jobs. Heavy visual acuity and good hearing required.
- Must follow Universal Protection Precautions and Blood borne Pathogens Guidelines. Possible occupational exposure blood borne pathogens.
- Job requires working with harsh or hazardous chemicals (e.g., Oxiver, chlorine, sanitizers or cleaning compounds).
- A current rabies titer and a negative Tb test are required for this position.
- Some travel required for professional development opportunities.