

**Animal Services Veterinarian**

Bargaining Unit: Non Represented

Class Code:  
B92104**SALARY RANGE**

\$39.05 - \$54.64 Hourly  
\$6,344.85 - \$8,879.31 Monthly  
\$76,138.22 - \$106,551.73 Annually

**GENERAL PURPOSE:**

This position is responsible for performing high volume spay/neuter surgeries and other routine and emergency surgeries, as necessary, for shelter animals. The position allocated to this class serves under the management authority of the Regional Director and is responsible for providing a range of quality veterinary surgical services for shelter animals. Work is performed with considerable independence, in accordance with best practices and State and Federal requirements. Work is reviewed through reports and results obtained.

**ESSENTIAL JOB FUNCTIONS:**

- Provides veterinary medical and preventative care for the animals, including but not limited to, spay/neuter procedures, giving rabies vaccinations, emergency care, end of life care, making medical decisions for animals in various stages of health and healing, and providing necessary medical plans and treatments.
- Performs a high volume of spay/neuter surgeries for shelter animals.
- Evaluates and diagnoses injuries and illnesses and determines the best course of treatment. Stabilizes ill and injured animals. Monitors progress.
- Performs all aspects of routine and emergency surgical procedures, including but not limited to enucleations, mass removals, dental extractions, soft tissue damage repair, orthopedic procedures/amputations, etc.
- Authorizes and performs euthanasia on animals for medical or emergency reasons; provides guidance and consultation to field and shelter operations staff regarding euthanasia determinations based on an animal's physical condition.
- Develops, reviews and implements standard operations procedures and guidelines for the veterinary medical care division.
- Updates and maintains electronic surgical records for all shelter animals; records information regarding animal health, vaccination/medical history, medications administered, surgical procedures performed, etc.
- Directs and supervises the work of medical division staff and volunteers assisting with surgery in the veterinary clinic.
- Selects, trains, assigns work, monitors leave usage/hours worked, mentors, motivates and evaluates assigned staff.

- Purchases and maintains an accurate inventory of FDA controlled substances and other medications required for surgery or medical treatment of animals.
- Reviews documentation/reports by shelter staff and volunteers; answers questions and provides expert guidance and consultation as needed.
- Provides examination, documentation and expert testimony in cases involving animal neglect or abuse, as needed.
- Contributes to the development of department goals and objectives that support the mission of SCRAPS and Spokane County.
- Participates in program development, evaluation and improvement.
- Ensures fiscal responsibility in implementing effective and efficient protocols.
- Remains current on best practices, new developments and trends in the field of veterinary medicine; attends conferences, workshops and trainings; reviews industry publications, etc.
- Performs other related duties as required/assigned.

**EDUCATION AND EXPERIENCE REQUIREMENTS:**

- Graduation from an accredited college or university with a Doctor of Veterinary Medicine.
- One (1) year of experience working in veterinary medicine.
- Must possess or have the ability to obtain appropriate permits to acquire and administer Class II drugs.
- Licensed as a WA State Veterinarian.
- NOTE: Requires successful completion of criminal background check.
- Possession of a valid Washington Driver's License at time of hire and for the duration of employment.

**KNOWLEDGE, SKILLS, AND ABILITIES:**

- Knowledge of shelter veterinary medicine and small animal herd health management.
- Knowledge of small animal medicine and surgery.
- Knowledge of animal welfare, handling, health, behavior and nutrition.
- Knowledge of humane animal treatment.
- Knowledge of appropriate record keeping requirements for Schedule II narcotics and biohazard waste.
- Skilled in communicating effectively both orally and in writing, sufficient to exchange or convey information and to give and receive work direction.
- Skilled in establishing and maintaining effective working relationships with those contacted during the course of work including SCRAPS staff and leadership, local veterinarians, partner organizations and community groups, the general public and media representatives.
- Skilled in the use of personal computers and software related to the performance of job duties (MS Office Suite).
- Skilled in performing surgical procedures and making medical assessments.
- Ability to perform high-volume spay/neuter procedures while maintaining excellence in patient care.
- Ability to perform routine and emergency surgeries (e.g., eye enucleations, leg amputations).
- Ability to evaluate physical well-being, diagnose injury or disease, and establish treatment plans.
- Ability to uphold the veterinary code of ethics, practicing an exemplary standard of veterinary medicine.

- Ability to interact with people from various backgrounds and experience in all types of situations.
- Ability to effectively diagnose and evaluate issues, consistently displaying sound judgement.
- Ability to maintain a high degree of professionalism in high stress situations.
- Ability to prepare and maintain accurate reports, records, logs and filing systems.
- Ability to provide technical guidance to department staff and volunteers.

**BEHAVIORAL STANDARDS:**

All County employees are responsible for contributing to a safe and positive work environment, actively demonstrating the County values in their daily work and interactions:

- **Respect:** Appreciating and valuing customers, other County employees and County leadership by showing courtesy, friendliness and fairness. Communicating in a productive and professional manner.
- **Accountability:** Honoring and delivering on commitments by taking responsibility for personal actions and results; being a responsible steward of public resources and the trust County residents have placed in each of us.
- **Integrity:** Modelling transparent and ethical behavior and demonstrating it with honest and trustworthy behaviors and actions; leading by example and performing work to the highest standards.
- **Innovation:** Striving for excellence by actively pursuing opportunities for new and improved methods, procedures or technologies; fostering an environment of engagement and empowerment and embracing continuous improvement.

**ESTABLISHED / REVISED DATES:**

9/15/17; Revised 1/23/19; 7/6/22