



CLASS SPECIFICATION FOR:

Animal Care Specialist

General Statement of Duties:

Serves as primary caretaker providing daily care and feedings for a wide variety of farm animals on an interpretative living history farm museum complex, or to reptiles, amphibians and fish in a nature center setting with a 50,000-gallon outdoor aquarium; provides routine care and maintenance to the animals' habitats and related structures and systems; develops and facilitates or assists with educational and informational programming; does related work as required.

Distinguishing Features of Class:

An employee in this classification may be assigned to an interpretative living history farm museum complex or a nature center with a 50,000-gallon outdoor aquarium and other life support and aquatic systems. Primary responsibilities include providing direct care and feeding of farm animals (mules, horses, cows, sheep, pigs, chickens, turkeys) on a living farm, or to reptiles, amphibians and fish in a nature center setting; recognizing animal health issues and identifying and providing appropriate treatments and rehabilitative care, including under a veterinarian's direction; planning, implementing and coordinating site specific crop/plant production; planning and implementing or assisting with educational and informational programming, activities and events; and providing routine care and maintenance of the animals' habitats and related structures and systems. An employee in this classification has latitude in exercising independent judgement within general policy guidelines set forth by the Director of Recreation and Parks as well as applicable regulatory guidelines. Work is performed independently and as part of a team under limited supervision with issues appropriately resolved independently and unusual or sensitive issues appropriately referred to supervisor.

Examples of Assigned Duties (*illustrative of the types and scope of duties and responsibilities assigned to positions in this class*):

- Provides basic daily care, feeding and habitat (natural and display) cleaning and maintenance for animals which may include but not be limited to: reptiles, amphibians, fish, mammals, livestock, farm animals;
- Provides more complex care for and has more complex interactions (e.g. restraining, shoeing, shearing, harnessing) with animals which may include but not be limited to: reptiles, amphibians, fish, mammals, livestock, farm animals;
- Routinely works with wild animals including venomous snakes and consistently takes all appropriate and necessary safety precautions to ensure the safety of self, animals and visitors onsite;
- Recognizes health or other condition issues with animals, consults with veterinarians, diagnoses health or other condition issues with animals, determines appropriate care plan in conjunction with veterinarian, provides treatments and rehabilitative care as instructed, and maintains related records;
- Utilizes accurate and current basic knowledge of animal husbandry and reproduction to support animals' breeding, gestation, delivery and pre/post birth care as needed;
- Researches, locates and appropriately introduces animals, specimens and artifacts into location & programming;
- Develops displays, exhibits and programs with safe (for participants and animals) appropriate inclusion of live animals for target audiences' interests and needs;
- Conducts tours and orientation and assists with special events, special classes and demonstrations as assigned;
- May work with schools to develop and present training compliant with SOL for teachers on identified topics;
- Develops and implements relevant educational and informative programming, activities, and events;
- Develops complex, unique and period or environment-specific living and static displays, exhibits and programs for target audiences' interests and needs, may be permanent or changing;
- Researches, orders (as approved) and maintains various site specific inventories and maintains related records;
- If assigned to the nature center, routinely uses basic and advanced knowledge of closed aquatic systems and complex filtration systems to develop, clean, maintain and repair aquatic habitats, works with site manager as needed to resolve complex issues;
- If assigned to the interpretative living history farm museum complex:
 - Routinely operates a wide variety of period specific and modern equipment;
 - Plans, plants, tends and harvests a variety of period specific crops of fruits and vegetables and coordinates volunteers and others in assisting with these activities;
 - Researches, creates and maintains historical and environmental accuracy and integrity;
 - Ensures the utilization of period accurate costuming and staging;
 - Develops and presents a variety of interpretive historical agricultural and trades programming, classes and camps;
 - Routinely uses basic and advanced knowledge of agricultural farming and animal management in assigned duties;



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- Routinely works with regulatory agencies and other special interest groups and maintains a sound understanding of local, state and federal laws governing the keeping, care and display of animals and ensures compliance with all applicable regulations;
- Responds to citizens' animal and site-specific inquiries, explaining issues, laws and other concerns or problems, addressing issues or concerns appropriately and providing other appropriate assistance;
- Provides technical expertise, guidance and assistance to Division staff, contractors and others, including serving as mentor to volunteers, interns, recreation coordinators, and other Division staff;
- Maintains current working knowledge of best practices and guidelines as well as latest techniques, equipment and tools;
- Works in a variety of indoor and adverse outdoor conditions, days, evenings, weekends, on-call, as assigned;
- Attends all scheduled meetings and required training and maintains all required certifications;
- Leads or handles special projects as assigned and may serve on various committees as assigned;
- Performs other duties as assigned.

Required Knowledge, Skills and Abilities:

Sound current working knowledge of the keeping, care, feeding, dietary and environmental needs, and display of a wide variety of farm animals, or reptiles, amphibians and fish, at assigned location; sound current working knowledge of animal habitats at assigned location which may include living farm environment or biological, chemical and mechanical aquatic filtration systems for fresh and brackish water aquarium systems, including a 50,000 gallon outdoor aquarium; sound current working knowledge of animal husbandry and reproduction; sound current working knowledge and understanding of health maintenance, health issues, relevant appropriate treatments for common health issues, medicines and medical techniques, related healthcare supplies and rehabilitative care for animals at assigned location; may require high-level of knowledge of crop production, ability to perform high quality research and keep current in crop production, care and harvesting techniques of historical plant specimens; sound working knowledge of data collection and management to create and maintain a wide variety of records and inventories; excellent organization skills with the demonstrated ability to plan and execute work effectively to successfully complete assigned tasks accurately and in a timely manner within established deadlines; ability to multi-task effectively; sound political astuteness; sound critical thinking and problem solving skills with the ability to appropriately resolve a variety of questions and issues within established policies, guidelines, requirements and procedures; may require the ability to research issues and identify solutions; sound judgement with demonstrated ability to consider and weigh a variety of relevant factors and make accurate decisions or recommendations; visual and hearing acuity sufficient to support the safe handling and care of animals and ensure safety of self and others onsite; sound computer skills with ability to use computer and typical business software, proprietary software and applications to complete assigned tasks; excellent interpersonal and communication (verbal and written) skills to communicate information to diverse audiences in user friendly language; ability to express ideas clearly and concisely, orally and in writing; ability to plan, design and create live animal/reptile exhibit set-ups with a variety of methods and materials appropriate for diverse target audiences; ability to work independently and as part of a team; ability to collaborate effectively to establish and maintain a good working relationships with all levels of Division staff, contractors, and other relevant stakeholders; personal accountability including teamwork and establishing and maintaining positive working relationships; excellent customer service skills with the demonstrated ability to interact patiently, respectfully and with tact and courtesy with all site visitors and others stakeholders with varying levels of understanding and needs in order to appropriately address requests, needs and issues; tact; and courtesy. Must be able to positively and appropriately represent the County in interactions with the public and other site specific stakeholders. May be required to work holidays as assigned. Requires the ability to work a flexible schedule, including days, evenings, weekends and on-call as needed.

Minimum Education and Experience:

Education: Completion of relevant college level coursework in animal science, biology, zoology or other field relevant to assigned area; relevant four (4) year degree preferred;

Experience: Four (4) years of relevant hands-on work experience;

OR: Any equivalent combination of experience and training which provides the required knowledge, skills and abilities.

Additional Requirements:

NOTE: Effective 4/1/2009 County Ordinance 1128 requires a criminal history record check and fingerprinting of all employees in authorized and hourly safety sensitive positions.

NOTE: All employees are required to successfully complete National Incident Management System (NIMS) Incident Command System (ICS) 700 (Introduction) training. Successful completion of additional NIMS ICS training courses may be required based on the job classification, level of responsibility, and department. Please refer to Fire's Intranet site for a list of NIMS ICS requirements by job classification.