AUBURN
Human Resources

Asst Dir, Raptor Training & Education

Job Description

JOB INFORMATION

Job Code	GA19
Job Description Title	Asst Dir, Raptor Training & Education
Pay Grade	VT10
Range Minimum	$58,460
33rd %	$72,100
Range Midpoint	$78,920
67th %	$85,740
Range Maximum	$99,380
Exemption Status	Exempt
Approved Date:	1/1/1900 12:00:00 AM
Legacy Date Last Edited	10/16/2023

JOB FAMILY AND FUNCTION

Job Family:	Veterinary & Animal Care
Job Function:	Animal Training

JOB SUMMARY

Manages, supervises, and oversees the daily operations of the Raptor Education Unit, including, but not limited to, raptor training, husbandry, and instruction.

RESPONSIBILITIES

- Oversees the delivery of raptor educational programs to include, but are not limited to, student and staff handler training, training of raptors, program development, and implementation, and all other outreach efforts.
- Ensures the safety of all participating in on-site programs and those attending off-site educational presentations.
- Ensures that adequate recruiting and retention occur to maintain an adequate volunteer corps for the operational needs of the unit.
- Maintains the unit's operational readiness through proper mentorship and succession planning. Manages the collection, analysis, and compilation of samples and data related to the center's raptor collection.
- Oversees and ensures proper maintenance of educational facilities, equipment, and falconry equipment.
- Works with the center's director and administrative coordinator on all necessary administrative functions including, but not limited to, budget development, procurement, and inventory. Also directly manages the unit's staff-related needs such as scheduling and training management.
- Manages the center's Resident Raptor Collection including, but not limited to, identification, selection, and acquisition of new raptors, oversees all husbandry and health care needs, makes recommendations on housing and facility needs, and ensures policy, procedure, guidelines, and best practices are followed.
- Promotes the Raptor Center, the College of Veterinary Medicine, and Auburn University through various public relations activities and assists with the center's marketing efforts.
- Travels as needed for off-site presentations and demonstrations.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	Full supervisory responsibility for other employees is a major responsibility and includes training, evaluating, and making or recommending pay, promotion or other employment decisions.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Bachelor's Degree	Degree in Science, Wildlife, Zoology, Biology, Environmental Science, or related field.	and	5 years of	Experience in wildlife care and training, naturalist, zoological services, conservation education, or related field.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of raptor husbandry and management techniques, as well as demonstrable knowledge of classical falconry techniques. Must meet the minimum requirements for USFWS Eagle Exhibition Subpermittee.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
	IAATE Certification	Upon Hire	Required	And
	Master Falconer Class Permit or demonstrable knowledge and experience in classical falconry technique	Upon Hire	Required	And
DL NUMBER - Driver License, Valid and in State		Upon Hire	Required	

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing					X	
Walking				X		
Sitting			X			
Lifting				X		Up to 10 pounds
Climbing		X				
Stooping/ Kneeling/ Crouching			X			
Reaching				X		
Talking				X		
Hearing				X		
Repetitive Motions					X	
Eye/Hand/Foot Coordination					X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold			X		
Extreme heat			X		
Humidity			X		
Wet			X		
Noise			X		
Hazards			X		
Temperature Change			X		
Atmospheric Conditions			X		
Vibration			X		

Vision Requirements:
Ability to see information in print and/or electronically.