AUBURN
Human Resources

Coord, Large Animal Research

Job Description

JOB INFORMATION

Job Code	IC16
Job Description Title	Coord, Large Animal Research
Pay Grade	VT06
Range Minimum	$41,230
33rd %	$48,100
Range Midpoint	$51,530
67th %	$54,970
Range Maximum	$61,840
Exemption Status	Non-Exempt
Organizational use restricted to the following divisions	139 College of Veterinary Medicine
Approved Date:	9/2/2026 3:11:05 PM

JOB FAMILY AND FUNCTION

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

JOB SUMMARY

Assists veterinarians with advanced technical procedures for reproductive management in both client-owned animals and in approved funded research projects within the College of Veterinary Medicine.

RESPONSIBILITIES

- Maintains the operational readiness of facilities and other university-owned resources that are devoted to the Advanced Reproductive Techniques (ART) Program.
- Manages large animals for research and teaching needs, coordinates the animal use in compliance with IACUC guidelines.
- Manages client animals for Embryo Transfer (ET) In-Vitro Fertilization (IVF) and other advanced reproductive techniques. Provides outreach by traveling to local and regional farms to educate clientele (producers) and to solicit IVF and ET services for the program.
- Operates, maintains, repairs, and cleans laboratory, research facilities and equipment as well as maintains inventories for the laboratory and research areas.
- Facilitates veterinary diagnostics and treatments in a safe manner by administering medications, routine vaccinations, and treatment according to prescribed instructions.
- Assists with training laboratory animal caretakers and students regarding care of animals, preventative medicine practices, collection of specimens, and handling of animals.
- Inspects facilities, equipment, and supplies daily as well as observes status of health of animals, environmental conditions, temperatures, and sanitation.
- Assists researchers with examination, treatment, research, projects, surgery, restraint, sample collection in animals, and assists in emergency and critical care of patients. Observes and records data, abnormal clinical signs, and collects and labels specimens.
- Operates and maintains equipment such as loaders, skid steers, tractors, forklifts, etc. to facilitate the movement of heavy objects or animals.
- Coordinates all incoming donation animals, collaborating with potential donors and coordinating animal needs to maintain herds and teaching labs.

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	May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

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	Animal Science or related field	and	2 years of	experience in handling and managing large animals safely and working knowledge of large animal reproduction.	

Substitutions Allowed for Education	Yes
Substitution allowed for Education: When a candidate has the required experience, but lacks the required education, they may normally apply additional relevant experience toward the education requirement, at a rate of two (2) years relevant experience per year of required education.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of advanced reproductive techniques, in-vitro fertilization, and large animal handling.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
DL NUMBER - Driver License, Valid and in State	Valid Driver's License	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			25 lbs
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.