



JOB INFORMATION

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|-------------------------|------------------------|
| Job Code | GA20 |
| Job Description Title | Asst Dir, Raptor Rehab |
| Pay Grade | VT10 |
| Range Minimum | \$55,110 |
| 33rd % | \$67,970 |
| Range Midpoint | \$74,400 |
| 67th % | \$80,830 |
| Range Maximum | \$93,690 |
| Exemption Status | Exempt |
| Approved Date: | 1/1/1900 12:00:00 AM |
| Legacy Date Last Edited | 8/5/2013 |

JOB FAMILY AND FUNCTION

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|---------------|-------------------------------|
| Job Family: | Veterinary & Animal Care |
| Job Function: | Patient Care & Rehabilitation |

JOB SUMMARY

Manages, supervises, and oversees the daily operations of the Raptor Rehabilitation Unit of the Southeastern Raptor Center (SRC).

RESPONSIBILITIES

- Manages, coordinates, and oversees rehabilitative care services rendered at the rehabilitation hospital and assists with medical care and examinations of raptors in rehabilitative and educational units under the direction of the veterinary staff.
- Coordinates necessary administrative functions related to the Rehabilitation Unit.
- Manages and coordinates the work assignments and activities of staff, student workers, and volunteers.
- Manages and supervises the recruitment of volunteers for the Rehabilitation Unit.
- Oversees and ensures proper maintenance of rehabilitation facilities, equipment, and falconry equipment.
- Communicates with state and federal wildlife agencies and SRC personnel on matters relating to various professional association requirements and policies.
- Participates in lectures, presentations, programs, and research efforts relating to the SRC.
- Promotes the SRC, CVM, and AU through various public relations activities and assists with SRC marketing efforts.

SUPERVISORY RESPONSIBILITIES

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|----------------------------|---|
| 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. |
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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 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 supervision of raptor rehabilitation and husbandry | |

Substitutions Allowed for Experience: Yes

Substitution allowed for Experience: When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of raptor husbandry, rehabilitation, and management techniques.

MINIMUM LICENSES & CERTIFICATIONS

| Licenses/Certifications | Licenses/Certification Details | Time Frame | Required/Desired | |
|--|--------------------------------|------------|------------------|--|
| DL NUMBER - Driver License, Valid and in State | | | | |

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 | | | | | |
| 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 | | |

WORKING ENVIRONMENT

| Working Condition | Never | Rarely | Occasionally | Frequently | Constantly |
|------------------------|-------|--------|--------------|------------|------------|
| Hazards | | | X | | |
| Temperature Change | | | X | | |
| Atmospheric Conditions | | | X | | |
| Vibration | | | X | | |

Vision Requirements:

Ability to see information in print and/or electronically.