

MUTTVILLE

senior dog rescue



Position Title: Veterinarian
Classification: Full time, Exempt
Date: September 2020

Muttville Senior Dog Rescue is an active non-profit organization based in San Francisco. We operate a cage-free shelter, along with a robust foster program. We aim to save over 1,000 dogs each year. We are a team-oriented organization with a positive attitude when it comes to helping animals and working with our community.

Position Summary

Be part of changing the world by doing what you love! Come work for an organization that is a leader in senior dog rescue and care.

Muttville is looking for a veterinarian who believes in Muttville's mission to save as many senior dogs as we can with the best care possible. This unique position would be rewarding for a person who enjoys rescue work and troubleshooting with outside of the box ideas. Every day at Muttville there are new opportunities that allow you to use your skills and experience to turn senior dogs' lives around and give them a second chance.

This position works alongside veterinary technicians, surgeons, volunteer vets, a volunteer support team, and a collaborative staff. The shelter veterinarian is responsible for diagnostics and treatment plans, communications, and providing comprehensive care for dogs from intake and until adoption. This position provides medical guidance to staff, volunteers, foster parents, and adopters.

At Muttville we value people and are committed maintaining a culture where we all work hard and have a lot of fun doing it! In addition to being a skilled and knowledgeable doctor, the ideal candidate for this position is a team player who loves people as much as animals, has excellent communication skills, and the ability and aptitude to be flexible, resourceful, and efficient.

Coming Soon

Thanks to donor support we recently purchased a 18,000 square foot campus to serve as Muttville's forever home for our shelter, community programs, and wellness center. We are in the process of designing a new veterinary clinic there that will allow us to further grow our in-house veterinary program. The clinic will include surgical suites, dental tables, digital radiographs, IDEXX equipment, ultrasound, and a "Zen Room" for physical therapy, euthanasias, and acupuncture.

Position Description:

Health Care

- Diagnose diseases, illnesses, and injuries of Muttville dogs and help to treatment plans. Treatment plans may include in-house care, care at outside veterinary clinics, or appropriate next steps for adopters to consider with their private veterinarian
- Serve as a medical communication liaison with other veterinarians and/or clinics and Muttville staff, fosters, and adopters
- Monitor the general health of Muttville dogs, ensure proper medical care, and assist in determining best next steps for the dogs, understanding the goal is for the dogs to move into an adoptive home as soon as is possible and reasonable
- Assist with determining adoptability, hospice, and euthanasia of Muttville dogs
- Perform euthanasias for dogs whose quality of life has diminished drastically due to severe behavior or medical problems
- Perform surgeries including dental extraction, spay, neuter, mastectomy, cystectomy, and enucleation

Program Administration & Communication

- Keep comprehensive records regarding dogs' diagnostics, health, treatment, and next steps. This includes writing and updating easy-to-understand medical case summaries for the dogs in a timely manner to assist the adoption team with medical communications
- Provide specific dog care instructions to staff, foster parents, and volunteers, and provide guidance to recent adopters (as appropriate) regarding dogs in need of treatment and/or medication. This may include answering questions in person, via email, or over the phone
- Advise about current sanitary measures and shelter health management
- Design and conduct staff training regarding medical care and treatment, nutrition, and sanitization
- Create, update, and communicate documented medical protocols with the assistance and/or guidance of leadership
- Help create and promote a welcoming and supportive environment in the vet suite and actively engage with foster parents, adopters, coworkers, volunteers, and donors
- Represent Muttville in a positive, professional, and courteous manner at all times and reserve judgement in difficult situations
- Ensure all dogs, clients, volunteers fosters, and donors receive the highest level of service and compassion
- Practice discretion with sensitive information regarding clients, volunteers, employees, and our dogs, and refrain from gossip and negativity
- Communicate appropriately with volunteers and team members to understand euthanasia decisions
- Other duties as assigned

Veterinary & Clinic Volunteer Management

- Integrate, train, and mentor Clinic Volunteers to ensure their continued attendance/participation and development
- Recruit, schedule, and work cooperatively with volunteer and/or contract veterinarians as needed. Manage those relationships to maximize their contributions and motivate their ongoing participation/retention

Reports to:

- Veterinary Programs Manager

Position Requirements:

Physical Requirements & Work Environment

- Work is performed at Muttville headquarters, which includes areas where free-roaming dogs live and are cared for, office spaces, stairs, and outdoor locations
- Subject to dog bites and scratches while handling dogs of questionable temperament
- Regular bending, reaching, kneeling, sitting on the floor, crouching, and dog walking with occasional lifting of up to 50 pounds
- Regularly works at computer station, and operates veterinary and electronic equipment
- Exposure to disinfectant solutions, animal odors, and airborne particles
- Comfortable and willing to accommodate multiple dogs in work and office spaces
- Specific vision abilities required for this position include close vision, distant vision, color vision, peripheral vision, depth perception, and the ability to focus

Education and Experience

- Doctor of Veterinary Medicine (or equivalent) degree from an accredited college or university with a minimum of three years of veterinary experience

Knowledge, Abilities, and Skills

- Team player, able to work in a busy and demanding work environment, embrace and foster change, come up with solutions, and regularly demonstrate flexibility
- Highly motivated to save as many dogs as possible with the ability to problem solve around and cope with limited resources and time
- Aptitude for learning quickly, innovating, and adapting to changes in programs and procedures
- Working knowledge of diseases, medical conditions, treatment options, breeds, and dog handling and behavior
- Knowledge and ability to accurately work with and distill detailed information in paper and computer formats
- Ability to communicate medical information in laymen terms to adopters, foster families, volunteers, and staff
- Highly motivated, communicative, polite, and with the ability to represent Muttville in a professional and pleasant manner in all situations with the public, volunteers, and staff

- Ability to create and sustain positive working relationships within Muttville with volunteers, and public, and be a team player
- Stress management skills with the ability to handle an array of situations from routine to emergency calmly and professionally
- Able and committed to training and assisting in the growth and development of clinic volunteers
- Ability to handle dogs safely and with patience, gentleness, and understanding. Commitment to positive reinforcement handling methods required
- Comfortable and willing to accommodate multiple dogs in work spaces

Schedule:

- This is a full-time, exempt position
- Schedule is currently Monday – Friday with occasional weekend shifts for special needs or events

Salary & Benefits:

- The starting salary for this position is commensurate with experience and qualifications.
- This position is eligible for benefits package including vacation and holiday pay, paid sick time, medial insurance, life insurance, long-term disability, 401k plan, and gym membership to FitnessSF