JOB DESCRIPTION

Job Title:	Wildlife Assistant
Division:	Animal Welfare Services
Department/Region/Section:	South, East & North
Location:	Wildlife Centres
Reports to:	Wildlife Centre Manager
Responsible for:	
Grade:	Wildlife Assistant

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1. Purpose of the job

To work for the rehabilitation of wild animal casualties and their integration back to the wild.

2. Dimensions

N/a

3. Principal Accountabilities

- Admit, care for, prepare for release, release and monitor wildlife casualties according to the standard procedures and protocols of the Centre.
- Accurately record information and assist in the collation of statistics.
- Carry out all care and rehabilitation procedures, as defined in the centre protocols, for the benefit of injured wildlife.
- Undertake duties according to the work position allocated on the staff timetable, and assisting staff in other areas when these duties are complete or at any time under request from the Duty Supervisor.
- Ensure the cleanliness and hygiene of all areas, including clinical areas, if necessary using specialised substances or equipment to a standard acceptable to the Supervisors and Veterinary Officer.
- Assist with the functioning and maintenance of all areas and facilities including holding rooms, aviaries, pools, and paddocks.
- Where appropriately trained, to assist the Veterinary Officer in veterinary procedures including anaesthetics and surgical operations, as required, in the operating theatre.
- Where appropriately trained, to ensure the medication prescribed by the veterinary officer is correctly administered, and, in his/her absence, to oversee the safe handling of drugs and accurate record keeping.
- To participate in, and contribute to, discussion in the formulation and continued improvement of rehabilitation protocols.

- Assist the supervisor by identifying animals in care that require moving to a different enclosure or animals that may be ready for release.
- Assist with the releases of wildlife including the identification, surveying and preparation of release sites as well as the transportation of the animal to the release site.
- To contribute to the identification of research projects, and provide support and advice to other staff that are coordinating research projects, including radio-tracking in the field.
- Be familiar and comply with Society policies and procedures for health and safety.
- Take care of their own health and safety and that of others who may be affected by their acts and omissions.
- Co-operate with Society policies and procedures for health and safety.

4. Knowledge, skill and experience

a) Educational qualifications:
Good grounding in sciences at O-level and A-level or equivalent preferred.
University Degree, Higher National Diploma or equivalent in relevant subject is an advantage (e.g. zoology, ecology, animal-care, wildlife rehabilitation, veterinary nursing).

b) Professional/technical qualification/skills:
Fieldwork skills such as identification of mammals and mammal tracks, bird identification.
Wild animal handling, assessment and first-aid skills.
Driving licence.
Good communication skills.

c) Experience:
Experience of working in a Wildlife Rehabilitation Centre, veterinary practice or animal care centre preferred.

5. Organisation

6. Job Context

- The work area/position held is assigned according to the monthly roster but last minute changes in position may be made by the administrator, manager or the supervisors.
- Working and cleaning procedures are defined by the supervisor designated in change of work area, and may be amended by that supervisor.
- Rehabilitation and husbandry procedures are set out in the Species protocols and may be discussed and amended in species committees meetings.
- Wildlife assistants should assess patients and ensure appropriate husbandry and care is provided, in accordance with the species protocols.
- Wildlife assistants should report any worries or concerns about animals in care to the duty supervisor or at the daily team meeting.
- Wildlife assistants are responsible for ensuring clinical matters are referred to the veterinary officer.
- Wildlife assistants are authorised to sign animals for release provided that they have been suitably trained and are on the release authorisation list for the species in question.

NB. This job description is a statement of the job content agreed on 27.1.07. It should not be seen as precluding future changes.

Job holder's signature: …….. Date: ……

Line manager's signature: …… Date: …….