



Position: Pasado Safe Haven Snohomish County Spay Station Veterinary Assistant

Reports to: Full day Veterinary Assistant for clinic direction, Director of Homelessness Prevention Initiatives for all other.

P/T time Temporary: 5-8 hour shift and as needed during scheduled clinic days 1-2 Saturdays a month.

FUNCTION: Responsibility focus is on training/directing volunteers and over-see the monitoring of animals post-surgery, insuring a safe recovery.

- Promotes humane care and safe surgeries.
- Perform cleaning duties with other Spay Station staff using proper sanitation protocols.
- Assist with data entry tasks.
- Assists LVT and VA with general client care such as ...
 - Pull and administer appropriate vaccinations and/or microchips and other medications as directed.
 - Monitor animals post-op to insure safe recovery's
- Promote the humane care and treatment of animals at all times
- Maintain strict confidentiality of client, patient, and donor information
- Understand all facets of the daily operation of The Spay Station
- Be respectful of co-workers, clients, volunteers, and patients in a professional manner.
- Assist LVT and VA with shaving/prepping animals for surgery as needed.
- Transport and perform patient discharge at the end of the day.

Minimum Qualifications:

- **Education:** veterinary assistant training/experience a must.
- **Experience:** Must have experience handling animals.
- **People Skills:** Exceptional people management and communication skills; must be able to work effectively and compassionately with all personality types from all walks of life; must convey positive, upbeat, and engaging attitude; must demonstrate calming influence during stressful situations. Must demonstrate professional demeanor.
- **Other requirements:** Applicants must have the ability to work in a close quarter and intensive environment of high-volume spay/neuter surgeries. Must have passion for spay/neuter efforts and relentlessly promote the cause. Must be driven to meet/exceed goals. Must be a self-starter, able to prioritize effectively, possess exceptional organizational skills. Ability to work at locations that change each week in King County; and the ability to lift 40 lbs. No animal allergies.

Animal requirements:

- Must have passion and conviction for animal welfare and compassion for all animals, with the drive and devotion to end pet over-population and the over-crowding in area shelters.

Physical Requirements *(please initial each item listed, indicating you are able to perform this duty)*

- _____ I am able to lift at least 40 pounds.
- _____ I am able to be on my feet for long periods of time.
- _____ I will use caution and good common sense around all animals.
- _____ I agree to wear protective gear as needed.
- _____ I understand that this position requires me to be around many types of animals. I do not have allergies that are stated above that will affect my health and/or ability to perform my job duties as stated.
- _____ I agree to follow all safety protocols set by Pasado's Safe Haven while working with equipment and animals.

I acknowledge that I have received a copy, read, understand, and will comply with my job responsibilities as stated above. I understand that if I fail to perform my job duties, I am choosing to leave my position with Pasado's Safe Haven.

Please contact: Darcy Jones DarcyJ@PasadoSafeHaven.Org with CV and resume'