



MAUI HUMANE SOCIETY

Job Description

Maui Humane Society's mission is to protect and save the lives of Maui's animals; accepting all in need, educating the community, and inspiring respect and compassion towards all animals.

Job/Position Title: Veterinarian

Status: Exempt

Date: October 2019

Primary Purpose: Provide medical care to animals at Maui Humane Society. Perform spay/neuter and other surgeries in a High Quality High Volume (HQHV) clinic. Under the supervision of the Medical Director.

Workers Supervised: Related volunteers

Essential Duties/Functions:

1. Perform surgical procedures on a daily basis including HQHV spay/neuter, dentistry, and various soft tissue and orthopedic procedures.
2. Perform veterinarian medical functions including examination and treatment of shelter animals. Perform necropsies as needed.
3. Participate in euthanasia decision making through a collaborative, thoughtful approach.
4. Work collaboratively with veterinary technicians and assistants.
5. Contribute to and lead initiatives to improve processes and procedures and meet department goals.
6. Maintain accurate medical and surgical records. Generate reports as needed.
7. Assist with inventory and ordering controlled drugs.
8. Provide overnight on call support to Humane Enforcement Officers (HEOs) on a rotational basis as needed.
9. Work with HEO team for evaluation, documentation, and testimony about the condition of animals involved in cruelty and neglect cases.
10. Provide compassionate and patient customer service to clients.
11. Communicate with other departments as needed to ensure smooth and efficient operations. Address interdepartmental problems when necessary and related to areas of responsibility.
12. Participate in disaster preparedness and response activities for the shelter and community as it pertains to pet related needs.
13. Help promote fundraising activities and solicit support of agency overall.
14. Interact with co-workers and volunteers in an efficient and courteous manner to ensure a cooperative team environment amongst all departments.
15. Maintain and promote a positive public image standard relevant to MHS.
16. Attend and participate in departmental and shelter meetings. Attend educational venues as recommended/approved.
17. Address and/or report any safety hazards or unsafe use of MHS equipment
18. Other duties as assigned by the COO/CEO.

Working Conditions: Air conditioned surgical suite. Duties will include examination of animals in kennel areas and other buildings where animals may be housed or public may need assistance. May be required to go into the field to provide veterinary assessment or assistance to Humane Enforcement Officers. Animals examined may vary in their temperament and tolerance of human handling.



Equipment Use: Telephone, cell phone, computer, leashes, halters, muzzles, various animal carriers, hair clippers, tourniquets, needles, syringes, euthanasia drugs, tranquilizers, injectable analgesics.

Work Hours: This is a salaried position that requires flexibility. While a typical workweek will be 40 hours, various shelter needs and attendance at events and other functions may require adjusted hours. May be required to provide telephone assistance after hours or when not on duty.

Mental Demands: Must have the medical knowledge along with the good judgment and self-confidence to make veterinary related decisions, including emergency decisions under stressful conditions. Must have the ability to multitask, prioritize, and handle high levels of stress. Position requires excellent organizational skills, as well as a high level of accuracy and attention to detail. Requires emotional capacity to handle euthanasia related decisions including communicating these decisions to the public when necessary. Requires the ability to think clearly, act quickly, and utilize sound judgment in a variety of situations.

Physical Demands: The majority of duties may require staff to be on their feet. This position involves desk and computer work as well as crouching and bending to provide medical care to animals. Should be able to handle animals of various sizes and temperaments and have adequate reflexes to deal with shy, fearful or potentially aggressive animals. Must be able to work at a fast and efficient pace while maintaining safety and health standards for both the workers and the animals.

Qualification Requirements:

Minimum Qualifications:

- Must have or be able to obtain current State of Hawaii Veterinary License.
- Must have Doctor of Veterinary Medicine degree or equivalent.
- Must have a background in small animal medicine and surgery.
- Professional in appearance and behavior.
- Must have ability to be proficient with Google apps (Gmail, Google Docs, Google Sheets, etc.), internet use, and database type software.

General Qualifications:

- Must have a passion for animals and support the mission of Maui Humane Society.
- Must treat animals humanely, with love and concern both on and off the job, and transmit these values to others.
- Must adhere to all local laws regarding personally owned animals.
- General knowledge of pet behavior and care. Ability to work with all kinds of animals in a safe and responsible manner.
- Requires high level of organization with a strong attention to detail and high degree of accuracy.
- Positive attitude a must!

Additional Qualifications that would benefit this position:

- 5 years or more experience in animal welfare field.
- 2 years or more experience employed as HQHV Veterinarian preferred.