

Lowell Humane Society

"Serving Greater Lowell Since 1873"

www.lowellhumanesociety.org

Animal Care Giver/Adoption Counselor Position

The Lowell Humane Society was founded in 1973 and is one of the oldest animal welfare agencies in the nation. We are a nonprofit charitable organization totally supported by voluntary donations and dedicated to the promotion of animal welfare throughout the Greater Lowell Area. The Lowell Humane Society is an open-admission shelter serving three thousand animals annually in the Greater Lowell, Merrimack Valley and Metro-West regions.

Job Summary

Animal Caregivers are responsible for the daily care of all animals, cleaning and disinfection of the shelter and performing euthanasia in accordance with the policies and procedures established by the Society. Additionally, the Caregiver will perform clerical and customer service duties in relation to adoption counseling, providing general information about services/resources and animal intakes. The Animal Care Giver will also assist in the implementation of programs and special events under the Outreach/Project Supervisor.

Job Responsibilities

The animal care position requires excellent interpersonal skills so that they may represent the Lowell Humane Society with the public, actual and potential donors, volunteers and local businesses. The following duties will also be required:

- Daily care of shelter animals – feeding , exercise, dog walking,
- Daily cleaning and disinfecting of the shelter.
- Examine animals, administer vaccinations and medications, draw blood and provide the necessary care for each animal.
- Evaluate and assess the behavior and temperament of each animal to determine the proper home, if any, required for each animal.
- Perform euthanasia in accordance with the Lowell Humane Society's policy and under the supervision of the Animal Care Supervisor.
- Provide professional and courteous customer service to all persons conducting business with the Lowell Humane Society or seeking the assistance of the Society.
- Assist with other shelter programs and fundraising events as needed
- Complete business transactions including paperwork, handling money, using credit card machine and computer.
- Transport animals via the agency van.

Qualifications

Candidate must be self motivated and have the ability to multi-task in an extremely fast paced environment. Must be flexible and adaptable and a team player. Additionally, the candidate must be a minimum of 18 years old with a high school diploma or equivalent, have the ability to lift a minimum of 50lbs and possess a valid driver's license.

Please send letter of interest and resume to: Jobs, Lowell Humane Society, 951 Broadway, Lowell, MA 01854 or jill@lowellhumanesociety.org.

The Lowell Humane Society is an equal opportunity employer and does not discriminate on the basis of race, color, sex, sexual orientation, disability, age, veteran status, national origin, religion or political affiliation.