



ALASKA WILDLIFE CONSERVATION CENTER

Title: Hoofstock Keeper
Category: Fulltime, Year-round
Reports To: Curator, Assistant Curator
FLSA Status: Non-Exempt

General Function

- Under direct supervision of the Animal Curator and Assistant Curator, the Hoofstock Keeper performs tasks requiring specialized skills in connection with the care and maintenance of the animal collection and exhibit facilities at the center
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Major Activities (Typical Duties/Responsibilities)

- Works days and hours assigned by Animal Curator; changes based off season.
 - Assist with Animal Care MOD (Manager On Duty) coverage when needed
 - In the event the Animal Curator or Assistant Curator are off site, be prepared to lead the animal care team for the day with husbandry duties and tasks.
 - In emergent situations, be the liaison between AWCC's Main-MOD and Animal Care Departments and sometimes act as back-up in non-animal care related emergencies (human medical distress, human traumatic injuries, minor vehicle accidents, etc.).
 - Husbandry feeding tasks that fluctuate seasonally based on feeding requirements per species:
 - Oversee' s browse feeding of all ungulate species requiring browse as primary food source during summer months when leaves are available.
 - During winter months, work with Maintenance Department to deliver and feed hay to assigned ungulate species, daily, as well as water. Assist Animal Curator/Assistant Curator with training other keepers of proper haying procedures.
 - Will monitor and establish cleaning schedules for ungulate animals.
 - Makes daily animal observations and reports any abnormal behavior or health concerns to the supervisor immediately. All observations and duties are recorded daily on the online program Animal Care Software.
 - Diet preparation and distribution following prescribed diet and feeding procedures. Records diet consumption daily and notifies supervisor of feeding behavior changes.
 - Recommends improvements in animal care procedures and schedules, exhibit upkeep and employee and visitor safety.
 - Carries out prescribed veterinary treatments as assigned by the veterinary staff and Animal Care management. Assists in capture and crating/uncrating of animals.
 - Performs routine maintenance and upkeep of walkways, zoo grounds and facilities as assigned. Reports needed major repairs to supervisor and maintenance departments, regularly checks and maintains equipment used
 - Acts as liaison with the public by courteously answering questions and enforcing feeding rules for the animals. Presents educational programs and tours when assigned
 - Research and preparation of information regarding resident wildlife for discussion with the public and other professionals.
 - Reports all departmental personnel concerns directly and immediately to the Animal Curator
 - Prepared to handle filming requests from AWCC management as occurrences arise. Represent the AWCC in a positive and professional manner when on camera.
 - Carries out the responsibilities of the position in a professional and appropriate manner
 - Other duties as assigned.
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Required Skills/Abilities

- Ability to work in a team environment to help achieve AWCC's goals and objectives.
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- Strong communication skills, both written and oral.
- Must possess a positive and respectful attitude.
- Excellent customer services skills.
- Be willing and able to work in extreme weather conditions; rain, snow, sleet, sun or wind.
- Exceptional work ethic, attention to detail and time management skills.
- Abilities to lift 80#, bend, reach, stand, crawl, and work in a drastically changing weather environment
- Ability to compromise, listen, learn, understand, and follow instructions and directions.
- Skill in establishing and maintaining cooperative working relationships with other employees.
- Ability to work directly with the public, providing information and assistance as needed.
- Ability/willingness to learn and pass on to customers those areas of interest to visitors, such as local history, people, culture, geography, etc.
- Must be able to work a flexible schedule as needed
- Proven ability to effectively lead in a fast-paced environment
- Efficient, organizational skills, time management and ability to multitask

Preferred Qualifications (education, experience, skills)

- A Bachelor of Science degree in animal sciences
- A minimum of 2 years working with hoofstock
- 1 yr supervisory experience in mid-level capacity
- Experience with training via operant conditioning of wildlife species
- A positive attitude and strong work ethic.

Benefits

- Compensation starting at \$23/hour, DOE
- 10 paid holidays including the employee's birthday (New Year's, Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving, Day-After Thanksgiving, Christmas Eve and Christmas).
- Medical, dental and vision insurance, AWCC covers 100% of premium
- 30hrs of annual sick leave
- PTO package up to 2 weeks in first year of employment.
- Option to enroll in 403-b retirement, matching 3% from the company after 1 yr of service.
- Housing available on site, bunkhouse and bunkbed style. No pets at this time.

EMPLOYEE PRINTED NAME: _____

SIGNATURE: _____

DATE: _____