



# Wildlands Conservancy

## Animal Care Coordinator

For almost 53 years, Wildlands Conservancy has been the Lehigh River Watershed's leading land trust. Our mission is to protect and restore critical areas and waterways and educate the community to create a legacy of a healthy, sustainable environment for future generations. As a part of a dynamic team, you will play a significant role in caring for our wildlife ambassadors and educate the community on the importance of becoming future stewards of our natural world. For additional information on Wildlands Conservancy, please visit our website at [www.wildlandspa.org](http://www.wildlandspa.org).

### *In this role you will:*

#### **Animal Care and Use Management**

- Manage the Wildlands' Animal Facility; work with Facilities Coordinator on maintenance and repair, as needed.
- Ensure the health and well-being of every animal under our care.
- Act as a subpermittee on our Pennsylvania Game Commission menagerie permit.
- Oversee animal care interns and volunteers, including onboarding and training.
- Plan and attend veterinary appointments, including emergencies, as needed.
- Perform routine tasks, including but not limited to feeding, cleaning, taking measurements, performing minor medical procedures, enrichment, positive reinforcement training.
- Maintain daily logs and records of animal care tasks, animal medical care, and education program usage.
- Maintain equipment, materials and supplies, facilities, and enclosures.
- Travel to acquire new education animals.
- Provide insight on animal-related issues after normal business hours and on weekends and holidays.
- Train to adeptly handle all animal ambassadors for programming behavioral training, and medical care.
- Provide overnight medical care and oversight to unwell and newly acquired education animals.

#### **Environmental Education**

- Prepare materials for and teach community group programs and wildlife presentations.
- Prepare materials for and teach school programs and summer camp occasionally, on an as-needed basis.
- Inventory environmental education materials and acquire new items, as needed.
- Write curricula.
- Create and improve materials to make wildlife presentations more interactive.
- Guide and mentor environmental education interns.

***To be successful you will need:***

- Minimum of BS/BA in science or related field or equivalent professional animal care experience.
- Some professional experience with captive care of wildlife is required.
- Ability to perform animal care activities in an objective yet compassionate manner.
- Ability to be in contact with peanuts/tree nuts.
- Diligence, accountability, and dependability.
- Ability to work within a team and independently.
- Have a strong work ethic and sense of humor.
- Tolerance of inclement weather conditions.
- Excellent people skills and the ability to deal professionally with all customers and colleagues.
- Ability to lift up to 50 pounds.
- Availability outside of normal business hours, including some weekends and some holidays.
- Ability to occasionally take animals home.
- Microsoft office experience.
- Ability to remain calm and confident during rapidly changing situations.
- Provide elite customer service via telephone, electronic communications and in-person.
- Valid PA driver's license and reliable transportation.
- Current CPR/ First Aid and AED Certification or willingness to obtain is required.
- Current or willingness to obtain; Pennsylvania State Police Criminal History Clearance, Pennsylvania Child Abuse History Clearance, FBI Criminal History Clearance is required.

***Diversity, Equity, and Inclusion – It is our Nature***

*Our employees' and board of directors' differences in age, color, disability, ethnicity, family or marital status, gender identity, language, national origin, physical and mental ability, race, religion, sexual orientation, socioeconomic status, veteran status, and other characteristics is what makes us unique. We welcome and invite people to be who they are.*

If you have these qualifications, are energetic, passionate, and want to expand your knowledge of our natural environment, please submit your resume and cover letter telling us why you are the person to join our high performing team. [humanresources@wildlandspa.org](mailto:humanresources@wildlandspa.org)

***Salary Range \$40,000 - \$45,000/yearly (\$19.23-\$21.63/hourly)***