



The Animal Protection Society – Friday Harbor (APS-FH) is a nonprofit organization in Friday Harbor, WA serving the animal and human communities of the San Juan Islands. APS-FH's mission is to provide compassionate care and brighter futures for homeless animals.

Job Title: Animal Care Team Member

Department: Animal Shelter

Schedule: Full-time (32-40hrs/week) with availability on weekends/holidays

Pay Rate: Depends on Experience – 50/50 Health, Vision, and Dental benefits after probationary period of 3 months

Reports To: Shelter Manager

Duties and Responsibilities:

Under the supervision of the Shelter Manager, the Animal Care Team Member will participate in the daily tasks within the animal shelter, which include but are not limited to the following responsibilities:

- Daily cleaning of dog/cat kennels, rooms, and holding areas.
- Observations, logging or charting of animal appearance/activity for general health and well-being.
- Implementation of animal enrichment programs as well as dog-walking and socializing of shelter animals.
- Working with medical staff to assist with intakes, exams, and surgeries.
- Assistance with the entire animal adoption process: including meet and greets, adhering to the adoption process and policies, facilitating adoption counseling sessions, preparing adoption paperwork, etc.
- Adherence to all shelter operating procedures and policies.
- Maintaining cleanliness and organization of all animal housing and care areas of the facility.
- General customer service such as answering phone calls, releasing strays, adoptions, selling licenses, etc.
- Transportation of animals to and from designated sites. May include “off-island” trips.

Minimum Qualifications:

- Passionate interest in animals and their well-being.
- Previous animal care experience, specifically with dogs and/or cats.
- Good written and oral communication, customer service, time management, and computer skills.
- Ability to lift 50lbs and control large dogs on leash. Ability to stand or walk for extended

- periods of time, as well as the ability to reach, bend, and maneuver quickly.
- Ability to use cleaning materials and equipment with skill and efficiency.
 - Perform moderately heavy physical labor.
 - Understand and carry out verbal and written directions.
 - Ability to multi-task in a fast-paced and challenging environment with changing priorities and time constraints.
 - Emotionally able to handle sensitive situations regarding animal well-being and suffering.
 - Valid driver's license

Working Conditions:

- Normal work days are performed inside and outside of the facility.
- Exposure to unpleasant odors and noises.
- Exposure to bites, scratches, and animal waste.
- Possible exposure to contagious diseases.