



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:** Part-Time (10-20hrs/week) with availability on weekends/holidays

**Pay Rate:** \$15/hour

**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 of animal appearance/activity for general health and well-being
- Implementation of the Animal Enrichment Program as well as dog-walking, socializing, etc.
- Assisting the medical team with intakes, exams, and surgeries
- Adherence to all shelter operating procedures and policies
- Maintaining cleanliness of the facility
- General customer service such as answering phone calls, assisting with adoptions, selling licenses, etc.
- Releasing of animals to their owners as directed by full time staff
- Transportation of animals to and from designated sites. May include “off-island” trips
- Other duties as assigned

**Minimum Qualifications:**

- Passionate interest in animals and their well-being
- Valid driver’s license is preferred
- Animal care experience preferred, specifically with dogs and/or cats
- Good written and oral communication, customer service, and time management skills
- Ability to operate within a team environment and work well with others, as well as being self sufficient and capable to work independently
- 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
- Ability to perform moderately heavy physical labor
- Ability to 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

**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