

ANIMAL WELFARE OFFICER

DEFINITION

To perform animal field enforcement and protection activities; to provide humane animal care and control in a save adoptable animals environment; and to perform related duties as assigned.

CLASS CHARACTERISTICS

This is the entry/journey level in the Animal Welfare Officer series. Incumbents initially perform the more routine duties assigned to positions in this series and work under close supervision. However, as experience is gained, incumbents are expected to perform the full range of animal services, field enforcement and kennel duties as assigned, with increasing independence. This class is distinguished from the Senior Animal Welfare Officer in that the latter has lead responsibility.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the animal services supervisor, and technical and functional supervision from a Senior Animal Welfare Officer.

EXAMPLES OF DUTIES - Duties may include, but are not limited to the following:

Performs field enforcement of animal regulation and protection laws, rules and regulations; sells dog licenses to the public while in the field; issues citations to violations of the law.

Presents oral and written testimony in court cases concerning enforcement of animal regulations.

Responds to calls on complaints about animals.

Captures and impounds stray, vicious or diseased animals.

Cares for, handles and feeds all types of animals in a kennel setting.

Cleans and disinfects cage and run areas in the kennel.

Performs humane euthanasia on a variety of animal species following safety procedures to insure humane treatment of animals and a safe environment for kennel workers.

LANE COUNTY
Animal Welfare Officer (Continued)

EXAMPLES OF DUTIES (con't)

Disposes of animals in a safe, clean and efficient manner.

Examines animals to check for injury or disease and evaluates condition of animal; investigates, quarantines and observes animals suspected of having rabies; administers medicine and drugs to control disease in the kennel.

Assists public in finding lost pets, adoption counseling, county procedures and general pet care advice and responsible pet ownership.

Prepares and presents animal control lectures/presentations to schools, clubs, agencies, media and the general public.

Consults with veterinarian about animal medical care, cases and problems.

Coordinates with other law enforcement agencies to provide comprehensive enforcement of the law.

MINIMUM QUALIFICATIONS

Knowledge of:

Animal regulation laws, rules, policies, procedures and regulations.

Field enforcement activities of animal regulation.

Safe and efficient handling techniques used to capture and impound animals.

Court proceedings concerning animal regulation and field enforcement activities.

Laws, regulations, policies and procedures concerning humane euthanasia.

Kennel operations and animal release policy.

Simple book work, inventory control and updating logs.

Ability to:

Learn County policies and procedures concerning impoundment, retention and release of animals.

Meet and deal with the public in a variety of situations.

Safely and efficiently handle and care for vicious, stray or diseased animals.

LANE COUNTY
Animal Welfare Officer (Continued)

Ability to: (con't)

Handle and control animals while cleaning cages, pens and runs.

Explain proper care of animals to the public and to adopters.

Identify diseased animals and take appropriate safety precautions when handling such animals; assess injuries and diseases in animals.

Perform humane euthanasia.

Present materials in a court of law.

Provide oral and written testimony in court.

Establish and maintain effective working relationships with those contacted in the course of work.

Communicate clearly and concisely, both orally and in writing.

Experience and Training

Training:

Equivalent to the completion of the twelfth grade. Additional specialized training in animal regulation, law enforcement, and humane euthanasia is desirable.

Experience:

One year of responsible field enforcement or kennel experience.

An equivalent combination of experience and training that will demonstrate the required knowledge and abilities is qualifying.

Special Requirements:

Possession of a valid Oregon driver's license.

Certification as an Oregon Certified Euthanasia technician within one year after appointment.

Memo outlining de minimus changes to the job classification language approved by County Administrator 6/16/08.