



The City of

SAN BERNARDINO

California



invites applications for the position of

SHELTER VETERINARIAN

RECRUITING SERVICES PROVIDED BY



THE COMMUNITY

Located in the Riverside-San Bernardino metropolitan area of Southern California (often referred to as the Inland-Empire), the City of San Bernardino serves as the county seat of San Bernardino County. It spans 62 square miles and has a diverse population of over 222,203.

Several highly regarded educational institutions are located within or in the nearby area. California State University, San Bernardino is located in the northwestern part of the City. San Bernardino Valley College is also located within the City. The City is also home to the San Manuel Gateway College & Loma Linda University Health, an innovative new higher education resource that integrates training programs in health careers with clinical experience.

San Bernardino is also home to the Little League Western Region Headquarters and hosts the regional playoffs each year with 14 teams from 13 western states playing for the chance to advance to the Little League World Series for the national title. Another sports venue is the San Bernardino Soccer Complex, one of only a few premier soccer facilities in Southern California. The 50-acre complex offers 17 full-size soccer fields, including 4 lighted championship fields. The City is home to multiple art, performing art, and concert venues including the historic California Theater, Sturges Center for the Arts, Roosevelt Bowl, National Orange Show Events Center, Glen Helen and the Garcia Center for the Arts. The City's historic California Theater, which opened its doors in 1928, hosts Broadway plays and musicals that light up the stage each year. The theater is also the home of the San Bernardino Symphony Orchestra. Today, the Orchestra, one of the oldest and most prestigious in the region.

CITY GOVERNMENT

In 2016, the citizens voted to change the City Charter, choosing to be Governed by a Council-Manager form of government. Today, the governance structure is comprised of an at-large elected Mayor and seven Council Members elected by constituents in a specific ward. Each elected official serves a four-year term. The Mayor and Council appoints the City Manager, who serves as the Chief Executive Officer overseeing all departments, including Community and Economic Development, Finance, Human Resources, Information Technology, Parks, Recreation & Community Service, Police, Animal Services, and Public Works Departments.

The City's FY 2020/21 General Fund budget is \$130.6 million with a Capital Improvement Program budget of \$19.6 million and it employs 570 full-time employees. Fire Services are provided through a contract with the County Fire Protection District. The City also operates a Water Department and Library which, by charter, is governed by a separate oversight Board.



THE POSITION

Under general direction, performs veterinary services including spay/neuter surgeries; examines and determines preventative medical care and treatments for shelter animals and stray animal emergency cases; vaccinates; and provides oversight for the security and dispensing of drugs and ensures compliance with all federal and state regulations. Performs other related duties as requested.

QUALIFICATIONS

EDUCATION AND EXPERIENCE: A typical way of obtaining the knowledge, skills and abilities outlined above is Possession of a Doctor of Veterinary Medicine Degree from an accredited college or university, and one (1) year of experience in the diagnosis and treatment of animals in a clinical setting, private practice or animal shelter environment that includes performing surgery, including residency or clinic experience during Veterinary Medical School. Experience as Veterinarian in an animal shelter strongly preferred.

LICENSE/CERTIFICATION: Possession and maintenance of a valid license to practice Veterinary Medicine issued by the California Board of Examiners in Veterinary Medicine. Must obtain a valid Drug Enforcement Agency (DEA) license within ninety (90) days of hire and maintain valid license while employed. A valid State driver's license is required.

DUTIES

The duties listed below are intended only as illustrations of the various types of work that may be performed:

- Performs high volume, high quality spay/neuter surgeries of shelter animals; may provide consultation and education to pet owners on spay/neuter procedures and explain possible complications.
- Determines the need for diagnostic procedures, provides routine and emergency medical treatments; provides high quality shelter medicine by performing physical exams, treatments, and surgical procedures on shelter animals including assisting with administration of anesthesia, catheter placement, and pre- and post-operative monitoring.
- Administers injections to humanely euthanize animals in accordance with California State Law and Department guidelines and policies.
- Provides training and supervision to shelter medical staff on the medical care of impounded animals and on the animals for which surgery has been performed.
- Provides professional assistance in the investigations of mistreatment or neglect of animals; occasionally prepares reports to testify in court as the medical expert in animal cruelty or neglect cases.
- Provides direct, written or telephone health care instructions to the department's Registered Veterinary Technicians.
- Monitors, maintains, and provides quality control of drugs used at the shelter and in the field.
- Supervises and oversees the clinical care provided by Registered Veterinary Technicians as needed.
- Participates in developing a comprehensive disease prevention program for the animal shelter.
- Monitors and performs health exams on adoption animals and animals released to rescue groups.
- Maintains animal medical records to track their care and health conditions.
- Establishes a positive working relationship with private veterinary hospitals and emergency facilities.
- Assists with emergency and disaster services.
- Performs other duties as assigned.



SALARY & BENEFITS

Salary Range - \$139,490.04 - \$169,562.40 Annually

Hiring Bonus - \$20,000 contingent upon employee staying in position for at least one year.

Retirement - Participation in the California Public Employees Retirement System (CalPERS). Classic members with less than 6 months separation: CalPERS 2% at 55, single highest year plan. New members, CalPERS 2% at 62, three highest year average plan.

Health Insurance - The City contribution is \$1,125.00 for employee only, \$1,289.00 for employee plus one, and \$1,724.00 for employee plus family for Medical, Dental and Vision Care Insurance Plans.

Leave - Vacation beginning at 80 hours after one year, 96 hours of sick leave annually, 13 holidays, plus 18 hours of floating holiday time and administrative leave of 80 hours per fiscal year.

Life & Accidental Death and Dismemberment Insurance - The City provides Term Life and Accidental Death & Dismemberment (AD&D) Insurance.

Other - Optional Deferred Compensation Plan, flexible benefits plan, pre-tax childcare plan, and employee assistance program.

APPLICATION AND SELECTION PROCESS



OPEN UNTIL FILLED

FIRST REVIEW DATE: FRIDAY, JUNE 16, 2023

To apply for this exciting career opportunity, please send a compelling cover letter and your detailed resume electronically to:

apply@bobhallandassociates.com.

Please contact Bob Hall at (714) 309-9104 should you have any questions regarding this position or the recruitment process.

Application materials will be screened in relation to the criteria described in this brochure. Candidates deemed to be the most highly qualified will be invited to participate in the selection process. The selection process will include phone interviews with the most qualified candidates, panel interview, and final interview with the Director of Animal Services. Appointment is subject to completion of a thorough background and reference checks, and pre-employment medical exam.

IDEAL CANDIDATE

The ideal candidate will have high energy, a vision for the future and will see challenges as opportunities. The selected candidate will respond to issues and concerns by recommending alternatives and potential solutions. The model candidate will be a team builder with the ability to work effectively in the tight-knit nature of the department.

The ideal candidate will have a passion for public service and see this opportunity as a way to impact and improve the community in various ways. The ideal candidate will have a commitment to animal welfare; an excellent working knowledge of shelter medicine and companion animal care; and previous clinical experience in a fast-paced, high-demand veterinary setting is highly desirable. Strong surgical and diagnostic skills, understanding of shelter medicine, epidemiology, infectious disease, veterinary forensics, and herd health is a plus.

