

JOB DESCRIPTION

TITLE: Lead Zookeeper

REVISED: November 2019

GENERAL PURPOSE: Lead keepers are assigned to one of the following areas of the zoo: Carnivore & Primate, Hoof stock, Avian and North Trail. Performs a variety of skilled and manual functions involving the daily care and feeding of assigned animals at the Roosevelt Park Zoo; including enrichment and behavioral training for the animals' overall wellness and best possible care. Coordinates projects and tasks with assigned personnel and/or interns. Participates in the Training and enrichment committee, Animal Welfare committee, Risk/Safety training, and conservation programs.

This is a full-time, benefitted position and is under the supervision of the General Curator.

PRIMARY DUTIES AND RESPONSIBILITIES:

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Observes animals in assigned areas for injuries or symptoms of disease, and changes in behavior; reports changes and problems to supervisor; recommends changes to assist animals' psychological and physiological well-being; implements approved changes.
- Monitors and assists in ensuring the proper care, health and safety of the Zoo's animals.
- Provides assistance in ensuring the proper care, feeding, and safety of the Zoo's animals.
- Cleans, maintains, and repairs animal enclosures, exhibits, holding pens, and/or barns.
- Uses humane techniques for captures and restrains animals for transport, examination or medical treatment.
- Provides enrichment items to animals including balls, ice blocks, boxes, or other materials used to stimulate natural behavior and interests.
- Provides animal behavioral training, both formal and informal, as part of the zoo's Animal Behavioral Training Program.
- Participates in Risk Management plan to ensure proper safety protocols are being followed and implemented. This includes training in First Aid, CPR, safety drills and firearms training.
- Monitors the daily health and safety of animals and reports any related issues to the General Curator (husbandry) and/or Veterinarian (health).
- Prepares animal diets, feeds, and provides for the basic needs of assigned exotic animals.
- Contributes to a strong team work ethic to accomplish efforts of daily care, welfare, and maintenance of our animals.
- Must be detailed oriented and insure compliance of AZA accreditation and USDA professional standards.
- Inspect your area of the zoo as well as attention to public areas, report maintenance worklist items, and prioritizes tasks and/or projects with the General Curator and/or Zoo Director
- Keep the General Curator informed on all relevant issues on a daily basis.
- Utilize ZIMS program for daily record keeping
- Administers animal medications and vaccinations under the guidance of the Veterinarian or Veterinary Technician.
- Conducts research regarding animal behavior, dietary requirements, and/or enrichment options.

JOB DESCRIPTION

Lead zookeeper

- Interacts with and provides information to zoo visitors; may conduct zoo tours as required and on-site keeper chats and/or training demos.
- Participates in the Zoo's animal outreach activities including visiting schools, service clubs, special events and nursing homes.
- Procures food from vendors for animals, as assigned. Must be mindful of budgeting and procurement processes.
- May supervise assigned seasonal employees, interns, and/or volunteers including providing training and assigning work duties to staff.
- Actively participate and support conservation programs and efforts of the zoo.
- Performs a variety of general grounds keeping duties and assists in maintaining the Zoo's facilities; mows exhibits, rakes leaves, fill moats, hauls hay, paints fences, and/or shovels snow.
- Prepares and maintains a variety of departmental records and documentation.
- Performs other duties as assigned or required.

MINIMUM QUALIFICATIONS:

Education and Experience:

Bachelor's Degree preferred or at minimum a combination of Associate's Degree in Animal Science or a related field, AND two years' experience in the care and feeding of exotic animals; OR an equivalent combination of education and experience.

Required Licenses or Certifications:

- Must possess a valid North Dakota Driver's License.
- Zookeeping certification is desired.

Required Knowledge of:

- Principles and practices of zookeeping.
- Regulations and standards governing the care of zoo animals.
- Equipment and materials used in the care and feeding of exotic animals.
- Safety protocols pertaining to the handling and care of zoo animals.
- Dietary and enrichment requirements for various types of exotic animals.
- Grounds maintenance principles, practices, and equipment.
- Basic supervisory principles, practices, and methods.

Required Skill in:

- Coordinating and performing a variety of zookeeping functions.
- Providing for the care, feeding, enrichment, and safety of assigned zoo animals.
- Administering medications and vaccinations and monitoring the daily health of animals.
- Cleaning, repairing, and maintaining animal enclosures, pens, and exhibits.
- Assisting in maintaining the Zoo's facilities and performing a variety of groundskeeping duties.
- Interacting with zoo visitors and participating in animal outreach activities.
- Supervising the work activities of seasonal and volunteer workers.
- Proficient computer skills for ZIMS record keeping and Microsoft Office programs, Google Drive and email
- Ability to operate equipment in a safe and effective manner.
- Ability to use hand and power tools in a safe and effective manner.
- Proper use of Personal Protective Equipment (PPE) such as gloves, eye wear, etc.

Work Environment:

JOB DESCRIPTION

Lead zookeeper

- Work is performed in and around zoo facilities and involves exposure to extreme weather conditions, contact with exotic animals, standing and walking for extended periods of time, climbing ladders, and equipment operation.