



## Charlottesville-Albemarle SPCA Job Description

To apply, please send resume and cover letter to [careers@caspca.org](mailto:careers@caspca.org).

**JOB TITLE:** High-Volume Spay/Neuter Veterinarian (FT 4 10-Hour days)  
**REPORTS TO:** Director of Veterinary Services  
**Exemption Status:** Exempt  
**Revision Date:** 04/27/2023

The Charlottesville-Albemarle SPCA ("SPCA") is an open-admission, lifesaving animal welfare organization located in Charlottesville, VA, whose mission is to advance the compassionate treatment of animals by providing sheltering and medical care for dogs and cats; promoting permanent, caring homes; and furthering education and outreach. Additionally, the SPCA provides contractual pound services to the City of Charlottesville and Albemarle County ensuring that all healthy and treatable animals are placed into loving homes.

The SPCA's veterinary clinic serves the needs of all shelter pets in care in addition to offering spay/neuter services and monthly walk-in rabies and microchip clinics to the public. Pet retention programs are offered including several Compassionate Care Clinics annually that provide affordable and accessible veterinary care to underprivileged pet owners in our community. We continue to develop new programs and services aimed at keeping animals in loving homes and assisting underprivileged animal shelters increase their own live release rates.

### Position Summary:

The Charlottesville-Albemarle SPCA is proud to provide progressive and high-quality veterinary care to our shelter animals as well as high-quality, high-volume spay/neuter services to publicly owned animals. The Spay/Neuter Veterinarian's primary function will be to provide spay/neuter services to both shelter animals and publicly owned pets. Additionally, the Spay/Neuter Veterinarian will help oversee the SPCA's onsite veterinary clinic, providing leadership, direction, and supervision to all members of the clinic staff. They are expected to stay current in the field of shelter medicine through independent research and continuing education conferences. The full-time position offers a four-day work week Monday through Thursday with full benefits (medical, dental/vision, 401K, and PTO). After-hours and on-call work is occasionally necessary. The position is supported by another full-time veterinarian (Director of Veterinary Services). We offer in-house bloodwork, radiology, and dentistry.

### Essential Functions:

- Performs efficient spay/neuter technique (25-30 animals per day,).
- Responsible for the day-to-day health of all animals in the shelter's care; triages and stabilizes ill and injured animals; anesthetizes animals as needed.
- Practices high quality shelter medicine and emergency care; an emphasis is placed on problem solving through physical examination and use of in-house diagnostics when possible.
- Makes recommendations and monitors adherence to protocols on topics including but not limited to, intake procedures, cleaning and disinfection, and treatment of infectious disease. Perform staff training as needed.
- Maintains detailed medical records in the shelter's software; enter medical notes in a timely manner.
- Communicates with fosters, volunteers, and the general public as necessary.
- Assesses the quality of life of shelter patients and performs euthanasia when necessary.
- Performs forensic exams or necropsies as requested by Animal Control Officers, testifies in court.
- Reviews and analyzes clinic data in an effort to ensure available resources are used in a suitable manner, achieving a balance between practicing progressive medicine and proactive efforts to deter intake.
- Keeps abreast of the status or any changes to Department of Health Professions.
- Builds and maintains positive relationships with shelter staff, volunteers, and local veterinarians.
- Provides animal stories for SPCA media and marketing staff.

- Sets a positive and professional example for other staff members.
- Other duties as assigned by the Director of Veterinary Services

**Required Skills / Experience:**

- Graduation from an accredited college or university with a Doctor of Veterinary Medicine degree.
- Must maintain an active license to practice veterinary medicine in the State of Virginia.
- Current DEA license or the ability to obtain prior to employment.
- Demonstrated knowledge and skill in veterinary medicine through a combination of education, training and experience is required.
- Knowledge of animal sheltering practices and procedures; understanding of shelter medicine and epidemiology.
- Experience with high volume spay/neuter including pediatric spay/neuter.
- Knowledge of public health and rabies education procedures.
- Valid Virginia Driver's License required.
- Must be comfortable safely driving all SPCA transport vans and Compassionate Care-A-Van, abiding by all traffic laws.
- Must be able to safely and compassionately handle and work with all cats and dogs, including those with medical or behavioral challenges.
- Must have the ability to actively problem solve and seek answers independently.
- Must have strong organizational skills and the ability to coordinate a project with multiple and often changing components.
- Must be a team player and self-starter with the ability to work in a fast-paced environment with minimal supervision.
- Must have effective time management skills with the ability to triage cases and workload.
- Must be highly motivated, with strong communication skills and a professional manner.
- Must have the ability to get along well with a variety of people, as well as demonstrate ability to handle sensitive and confidential situations and information.
- Must possess high emotional intelligence.
- Must have a strong knowledge of animal caregiving with the ability to identify medical and behavioral characteristics of dogs and cats.
- Must meet background check requirements.

**Physical Requirements & Work Environment:**

- Ability to make closely coordinated eye/hand movements.
- Ability to lift and transport items weighing up to 65 pounds.
- Ability to handle animals effectively and humanely.
- Have a high level of manual dexterity.
- The ability to bend and squat.
- The ability to stand and sit for significant periods of time.
- Exposure to disinfectant solutions and zoonotic diseases.
- Subject to animal bites and scratches.
- Consistently exposed to animals and animal allergens under conditions with limited alternatives available.