

ORANA WILDLIFE TRUST

JOB DESCRIPTION SENIOR ANIMAL KEEPER

POSITION STATEMENT

The position of Senior Animal Keeper carries significant responsibility for providing the day to day care and feeding of the animal collection at the Park. The Senior Animal Keeper will have proven experience/expertise in many aspects of animal husbandry. The Senior Animal Keeper will be required to supervise other keeping staff and work on some special projects in addition to regular keeper duties.

RESPONSIBILITIES & REPORTING

The Senior Animal Keeper reports directly to the appropriate Collection Manager (Manager of Exotic Species or Manager of NZ Native and Domestic Species). Under the direction of the Manager, he/she/they may be responsible for maintaining an assigned section to a high standard. Although no other staff members report directly to the Senior Animal Keeper, he/she/they may be responsible for supervision of other keeping staff or people on work experience or taking part in basic training.

The Senior Animal Keeper will liaise daily with their Manager and provide written reports as required.

The Senior Animal Keeper is required to maintain a high level of communication between Animal Keepers in order to achieve the assigned goals and objectives.

DUTIES

Animal Duties:

- The Senior Animal Keeper will ideally be assigned a specific section by their Manager. He/she/they may be required to rotate between several sections on a rostered basis.
- The Senior Animal Keeper will be familiar with the diets of all animals on the assigned section(s), and with all procedures for diet preparation.
- The Senior Animal Keeper will be familiar with the proper animal husbandry procedures and techniques for each section(s).
- The Senior Animal Keeper will be familiar with all safety procedures and equipment and will be able to operate effectively and independently in the event of an emergency.
- The Senior Animal Keeper will be called upon to effect routine maintenance to all facilities in his/her/their work area, and will be required to report all repair needs or ideas for improvements to their Manager.
- The Senior Animal Keeper is expected to work effectively and efficiently with minimal supervision.
- The Senior Animal Keeper may be required to attend workshops and conferences from time to time.

- The Senior Animal Keeper's input will be sought regarding planning and implementing section improvements and new developments.
- The Senior Animal Keeper will be required to deliver informative talks to Park visitors at public feeding sessions and during special Park tours.
- The Senior Animal Keeper is encouraged to be actively engaged in working towards an animal husbandry qualification if they do not currently hold one.

Records:

- The Senior Animal Keeper will be responsible for documenting any and all animal related data on the appropriate forms. This shall include but is not limited to (a) all animal data (births, deaths, behaviour, etc), (b) transfers, (c) medical information, (d) maintenance.

Special Projects:

The Senior Animal Keeper will be required to undertake special projects. These projects will normally be directly related to his/her area of work and will be assigned by their Manager. A timetable and deadline for each project will be assigned. Upon completion, another project will be initiated.

GENERAL

- The Senior Animal Keeper will fulfil a key role in the Animal Management Team at the Park.
- The Senior Animal Keeper will present a positive professional attitude at all times. He/she will encourage/promote this attitude amongst other staff.
- The Senior Animal Keeper may be required to undertake public relations work (e.g. talks to outside groups, behind the scenes tours, talks to school groups).
- Regular goals and objectives will be set for the Senior Animal Keeper.
- The Senior Animal Keeper may be required to undertake any other duties as assigned by the Park Management.

Staff Duties:

- The Senior Animal Keeper will be called upon to assist in supervising the work of other keepers, work experience persons and volunteers. He/She/They may be asked to assist in directing the daily work of volunteers and/or new Animal Keepers.
- As a key member of the Park's team, the Senior Animal Keeper may be expected to assist as needed in other areas of Park operations as required.