

## **POSITION DESCRIPTION**

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**POSITION TITLE:** Assistant Zoo Keeper

**DEPARTMENT:** Animal Programs

**JOB RELATIONSHIPS:**

Reports to: Assistant Director

Supervises: N/A

**BASIC FUNCTION:** This position contributes to the success of Niabi Zoo by assuring the best possible care and welfare for animals in the collection, particularly as it pertains to daily animal care and well-being, demonstrating excellent observation and communications skills, providing exceptional guest experiences, and contributions to conservation, science, and education. Under general supervision performs a variety of responsible manual and maintenance duties in the care and treatment of animals in a scientific Zoological Institute. Incumbent provides daily husbandry for the animals, assist in observation, training, enrichment, general maintenance duties in the upkeep of animal enclosures and zoo grounds. The employee receives continuing or individual assignments from the supervisor, generally indicating work to be done, limitations, quality and quantity expected deadlines and priority of assignments. This position receives assignments from the Animal Handler I, II and/or Assistant Director who defines objectives, priorities, and deadlines, and assists with unusual situations that do not have a clear precedent.

**PRIMARY DUTIES AND RESPONSIBILITIES:**

1. Assists in the daily husbandry of animals in a scientific, zoological setting.
2. Observes condition, health and behavior of animals and their environments.
  - a. Assist in the provision of medical treatment for animals per the prescribed veterinary protocols.
  - b. Prepare animal diets and supplements.
  - c. Maintain safe and clean environments.
  - d. Observe and Practice Safety at all times.
3. Service animal enclosures as needed following zoological protocols.
  - a. Assist with daily cleaning, and disinfecting of animal enclosures, food/water areas and rest areas.
  - b. Perform general maintenance and horticulture tasks of zoo grounds and animal habitats.
  - c. Secures animal enclosures as appropriate.

4. Respond to inquiries from fellow animal keepers and provide assistance as needed.
5. Assist in stocking all animal related supplies.
  - a. Assist in loading and unloading of deliveries.
  - b. Operate trucks and/or other automobiles (must have valid Driver's License)
6. Represents the zoo and the animal collection and promotes its interests externally.
  - a. Represents the zoo's position and interests in animal conservation and other issues in a well-informed, positive, and responsive manner.
  - b. Keeps abreast of trends, information, and emerging issues related to areas of responsibility.
  - c. Represents the zoo to external visitors, board members, donors, visiting colleagues, etc.
7. Performs other related duties as assigned.

#### POSITION REQUIREMENTS AND SPECIFICATIONS:

##### **Education, Experience, & License Requirements**

- Must have obtained or be in pursuit of bachelor's degree in Zoology or related biology field supplemented by one year of experience involving the care, handling and training of a variety of animals, or an equivalent combination of experience and training.
- Must have an appropriate, valid driver's license.

##### **Competency and Knowledge Requirements**

- Knowledge of the principles, practices, and methods employed in a modern scientific zoological facility.
- Knowledge of the principles and techniques of zoo keeping including collection, diet, housing, exhibition, and breeding of animals.
- Knowledge of departmental practices, policies, and procedures.
- Ability to establish and maintain effective working relationships with staff, Niabi Zoological Society board members, Rock Island County Forest Preserve District representatives, volunteers, dignitaries, and the public.
- Ability to be an effective decision-maker and problem-solver.
- Strong interpersonal and communications skills, including verbal, written, and listening skills.
- Strong observation, analytical, and organizational skills and abilities.
- Strong interest in/commitment to conservation, animals, and the natural world.
- Must be flexible, cooperative, and able to adapt easily to shifting priorities.
- Must be willing to work nights, weekends, and holidays as needed.
- Ability to perform duties in occasionally unpleasant surroundings.

**Physical Requirements**

Position involves the regular, and at times sustained, performance of heavier physical tasks such as walking over rough or uneven surfaces, bending, stooping, working in confined spaces, and lifting or carrying moderately heavy (20-50 pound) items and occasionally very heavy (100 pounds or over) items; or may involve the complex operation of gasoline, electric, or diesel-powered machinery or shop equipment requiring the manipulation of multiple controls, fine adjustments or both; or the sustained operation such as keyboard or adding equipment.

**Environmental requirements**

Position may require frequent exposure to adverse environmental conditions.

**Sensory Requirements**

Position requires color perception and discrimination. Position requires sound perception and discrimination. Position requires taste perception and discrimination. Position requires odor perception and discrimination. Position requires depth perception and discrimination. Position requires texture perception and discrimination. Position requires visual perception and discrimination. Position requires oral communications ability.

Completion of Kulture City On-Line Course (during orientation)

**Medical Requirements** Proof of a negative TB test, Tetanus vaccine and Covid Vaccine plus at least 1 booster