



JOB INFORMATION

Job Code	IC03
Job Description Title	Supv, Equine
Pay Grade	VT08
Range Minimum	\$46,570
33rd %	\$55,890
Range Midpoint	\$60,550
67th %	\$65,200
Range Maximum	\$74,520
Exemption Status	Non-Exempt
Approved Date:	1/24/2024 10:56:23 AM

JOB FAMILY AND FUNCTION

Job Family:	Veterinary & Animal Care
Job Function:	Vet Operations

JOB SUMMARY

This position will oversee technical staff and operations in the Equine Animal Unit. Assists with student teaching, assists veterinarians' treatment, research, projects, surgery, restraint, and sample collection in animals, and assists in emergency and critical care of patients.

RESPONSIBILITIES

- Functions as a clinical working supervisor by providing direct patient care, including, but not limited to, physical exams, medication administration, catheter placement, nasogastric intubation, obtaining blood, fecal and urine samples, and fluid therapy.
- Manages and oversees the equine section including the management of operations and personnel including staff and student workers to include hiring, training, scheduling, and supervising all personnel that perform duties related to patient care within the service.
- Oversees and trains staff regarding the care of equine patients in treatment, handling, and procedures. Ensures that employees and students are properly caring for patients and administering treatment properly.
- Maintain business aspects of the equine section including ordering, inventory, biosecurity, coordination of patient care, facilities, equipment, and general day-to-day business.
- Works closely with the equine section head and hospital administrator recognizing and strategizing needed improvements, areas of concern, client experience, and opportunities for growth within the hospital.
- Assist veterinary students in various aspects of equine patient exams, catheter placement, nasogastric intubation, and general horse handling.
- Assist clinicians, students, and residents with admission, patient restraint, diagnostic procedures, and emergency and critical care of equine cases admitted to the equine hospital

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	Supervises others with full supervisory responsibility.
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MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum

requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Bachelor's Degree	Animal Science or Related Field	and	4 years of	Experience working with equine in a veterinary hospital, clinical or ambulatory setting (required). Experience supervising, leading, and training staff (required).	Or
High School	Animal Science or Related Field	and	8 years of	Experience working with equine in a veterinary hospital, clinical or ambulatory setting (required). Experience supervising, leading, and training staff (required).	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Working clinically with equine patients is physically demanding and requires working in the elements, as well as risk of injury with caution required.

Working as a clinical supervisor requires adaptability and stress management

Mentoring and leadership experience desired.

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/Desired
Licensed Veterinary Technician-NAVTA	AVMA	Upon Hire	Desired

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category: Labor & Trades

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing					X	
Walking					X	
Sitting		X				
Lifting				X		50 lbs
Climbing				X		
Stooping/ Kneeling/ Crouching					X	
Reaching					X	
Talking					X	
Hearing					X	
Repetitive Motions					X	
Eye/Hand/Foot Coordination					X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme temperatures				X	
Hazards					X
Wet and/or humid				X	
Noise					X
Chemical			X		
Dusts			X		
Poor ventilation			X		

Vision Requirements:
Ability to see information in print and/or electronically.