



Animal Rescue Fund of the Hamptons, Inc.

ARF Hamptons (ARF) seeks a collaborative veterinarian to join our team and advance our mission.

Since 1974, ARF has provided care and sanctuary on eastern Long Island for homeless cats and dogs until loving homes can be found. In addition to its rescue and adoption program, ARF operates a pet food pantry, free vaccine clinics, and free spay/neuter clinics for feral cats. In 2021, ARF broke ground on an ambitious construction project to rebuild its kennels and substantially renovate its catteries and public spaces for adopters. Additionally, the project will add an 8,000 square-foot training facility to ARF's campus for the benefit of ARF's resident dogs and offering classes to the public.

ARF is a 501(c)(3) non-profit organization, registered as a shelter/rescue with the New York State Department of Agriculture and Markets, #RR035.

The Position:

As one of two veterinarians on staff, the Shelter Veterinarian will provide high-quality medical care to shelter animals, including spay/neuter, treatment of various medical conditions, and herd health maintenance. The Shelter Veterinarian contribute to the development, advancement, and implementation of shelter medicine protocols and standard operating procedures shelter-wide to deliver and ensure humane medical treatment of all animals under ARF's care.

Specific Responsibilities:

As a member of ARF's senior leadership, the Shelter Veterinarian's duties and responsibilities include, but are not limited to the following:

- In collaboration with the CEO, Staff Veterinarian, and Shelter Manager sets the shelter's medical objectives, practices, plans and decisions that influence operations to ensure optimal health of sheltered animals and lead to their adoption
- With the Staff Veterinarian leads the evaluation and establishment of shelter medical protocols and supervises staff of veterinary technicians and assistants in the implementation of those protocols
- Continually improves the medical management program and ensures high-quality medical care and services for shelter guests including those temporarily in foster care, focusing on identification, treatment and prevention of health problems thereby increasing adoptions and decreasing adoption returns

- Actively participates as a member of the shelter's management team, including regular attendance at applicable meetings
- Maintains effective communication with shelter colleagues through daily contact, in scheduled meetings, informally or in writing, as needed to coordinate and direct medical functions of the shelter
- Provides leadership in situations requiring immediate medical problem solving
- Participates in interviewing and hiring decisions for shelter veterinary staff and senior leadership positions
- Communicates directly with the CEO, Staff Veterinarian, and Shelter Director, and Adoption Coordinators, and adopters with regard to care of all animals in ARF's custody and the transition of care from the shelter to an adopter's veterinarian
- Participate in fundraising and communications campaigns to support ARF's mission
- Treats people and animals with respect; contributes to effective teamwork; promotes intra- and inter-departmental cooperation; and fosters relationships in the community as an ambassador for ARF's work
- With fellow staff veterinarian, oversees purchasing of medical supplies, pharmaceuticals, and contract services – including diagnostic laboratories

Performs the duties of a staff veterinarian, including but not limited to the following:

- Provides medical services to all shelter animals, including physical examinations, diagnostics, medical rounds, and treatments
- Performs sterilization surgeries and other surgical procedures for shelter animals
- Ensures appropriate medication is administered by shelter veterinary staff as directed
- Advises, performs, or oversees euthanasia performed within the shelter
- Refers shelter animals for outside specialty care and coordinates treatment
- Maintains complete digital records of procedures, diagnoses, and treatment for all animals in ARF's custody, including documents provided to adopters and their veterinarians to ensure seamless continuity of care from shelter to home
- Maintains appropriate licensing and completes required continuing education courses. Adheres to state regulations and organizational protocol regarding animal care, treatment, advocacy, and the mission of ARF
- Oversees the maintenance of shelter drug and supply inventory while meeting and maintaining DEA requirements
- Takes immediate action to address any safety concern or noncompliance of safety rules that could put an employee, volunteer, client, animal, or the organization at risk

Qualifications:

- Current license in the State of New York to practice veterinary medicine

- Current DEA license (Willingness to obtain DEA license)
- Minimum of four-years' experience in shelter medicine with high volume spay neuter experience preferred
- Ability to work well within the busy nature of shelter environment
- Proven organizational, time management, and planning skills
- Comfort with technology and shelter management/practice software
- Skilled communicator, delivering clear and efficient verbal and written communication with staff, volunteers, donors, community members in a professional, pleasant, and respectful manner
- Consistent exercise of maturity, good judgment, and professional conduct in all settings, in person and digitally
- Strong analytic and problem-solving skills to assess department and shelter-wide operations and identify changes and innovations to enhance ARF's mission and maximize the impact of donor contributions
- Treats people and animals with respect; contributes to effective teamwork; promotes intra- and inter-departmental cooperation; and fosters relationships in the community as an ambassador for ARF's work

Benefits:

- Employer Sponsored Medical Plans
- Employer matched 401k
- Licensing fees covered (New York State and DEA)
- CE allowance
- Membership Dues (VIN, AVMA, New York State and regional dues)
- Professional Liability Insurance

ARF does not discriminate on the basis of race, religion, color, national origin, gender, sexual orientation, age, status as a protected veteran, status as an individual with a disability, or other applicable legally protected characteristics.

Please send cover letter and CV to info@arhamptons.org. Applications are confidential and will be reviewed on a rolling basis.