



Job Description

Job Title	Animal Care Technician
Department	Animal Science and Conservation
Reporting to:	Animal Collection Manager
Main Purpose of the role	
<p>Key responsibilities will be maintaining the highest animal welfare standards of the college's animal collection whilst supporting teaching and learning. Duties will include overseeing all animals within the animal collection, including feeding animals and cleaning pens and aquaria, checking animals for signs of ill health, enclosure maintenance and ensuring that environmental parameters remain optimal across a range of taxa.</p>	
Key Tasks / responsibilities:	
<ul style="list-style-type: none"> • Responsible for the husbandry of the animal collection. This includes all animals as assigned by the Collection Manager and to include all feeding, cleaning, water provisions in an appropriate manner. • Liaise with the Learning Area Manager and Animal Collection Manager to, when necessary, assist in planning practical animal industry experience relevant to the needs of the learner. • To carry out required duties to maintain the health and wellbeing of the animals in the college/s collection in accordance with all existing policies and procedures. • To carry out daily health checks of all animal stock. • Keep accurate and detailed records in Animal Care Software for the care and welfare of all the animals within the collection. • To carry out effective research and planning for the acquisition of new species • To maintain all enclosures, caging, equipment, and surrounding areas relating to the animal's welfare to ensure the highest standards of health and hygiene. • Identify any disease, injuries or other problems with the animals and report to Animal Collection Manager and to liaise with veterinary team when appropriate • Supervise, at all times, the learners within the animal rooms whilst they undertake practical animal industry experience in the Animal Centre to enable the learners to safely and successfully complete animal husbandry tasks • Maintain all areas of the animal housing and activities within, in line with current Health and Safety Legislation and Animal Welfare Act 2006 • Maintain the security and welfare of the animals, the animal housing and all related areas at all times. • To assist and contribute to the lecturing team as appropriate and necessary • To assist the practical animal instructor and lecturing staff in the undertaking of tasks that utilize the animals or the animal centre. • At times the post holder will be expected to work under the rules of Lone Worker and as such will be expected to work professionally and independently whilst alone on college premises • To undertake administrative responsibilities including the timely completion of registers, accurate inventory keeping, and providing any reports as necessary. • To uphold the highest level of professionalism and to develop that same level of professionalism in the students. 	

The above list is not exhaustive. The responsibilities and duties may vary from time to time without changing the character of the post. The post holder will be expected to adopt a flexible approach to ensure the efficient and effective running of the Animal Centre and the learning programmes.
Role Dimensions
<ul style="list-style-type: none"> No line management or budgetary responsibilities Supervision of students, work experience learners and volunteers at all times whilst in the Animal Centre The post holder will be required to work Saturdays and Sundays. There will be a requirement to work outside normal college hours, including weekends and bank holidays.
Key Interfaces
<ul style="list-style-type: none"> Head of Sector Head of Department Lecturers and Student support workers Learners and work experience volunteers
Supporting College Goals and Values – all roles
<p>In addition to the particular requirements and characteristics of individual roles, all people employed by SGS College are expected to actively support the achievement of the College's goals and, at all times, both internally and externally, to behave in a manner consistent with the College's mission and values.</p> <p>This means:</p> <ul style="list-style-type: none"> Performing your role and delivering your service in a way that helps the College achieve its strategic objectives and annual development and improvement plans - taking account of available resources and national developments. Promoting the image of the College as one that is committed to the highest standards of delivery and service. Sharing the College's commitment to safeguarding and prioritising the welfare of children, young people and vulnerable adults and demonstrating it in your day-to-day work. Sharing and prioritising the effective implementation of the College's Equality and Diversity Policy. Promoting and implementing best practice in Health and Safety,
Measurable Performance Standards for this role
<ul style="list-style-type: none"> It is expected that the post holder will respond to all reasonable requests within a reasonable timescale and complete tasks to an appropriate standard Learners' success rates for practical modules will be within the college targets
Level of Disclosure and Barring (DBS) disclosure required
<i>Enhanced with barred check lists</i>

Author and Date			
Timothy Singiser 14/01/2024			
Job Evaluation (for HR Completion)			
Status:	Approved	Date:	22/01/2025

As the needs of the College change, so the above job profile, duties and location of the role within the College may be adjusted accordingly.

Where an employee indicates a disability, every effort will be made to make reasonable adjustments. If, however, a certain task proves to be unachievable, job redesign will be given full consideration.

Person Specification

Animal Care Technician



Criteria	Essential	Desirable	Assessed by
Qualifications and attainments			
Minimum Level 3 qualification in Animal Management	✓		Application form
Diploma in the Management of Zoo Animals and Aquaria or an equivalent qualification		✓	Application form
Full Driving Licence	✓		Application form
Preparing to teach in the Lifelong Learning Sector Certificate		✓	Application form
Basic Health and Safety Qualifications	✓		Application form
Basic First Aid Qualification		✓	Application form
Experience and knowledge			
Minimum of 1 year post qualification work within the pet care or zoo industry, working with a variety of species.	✓		Application form/interview
Knowledge of animal nutrition, health and safety requirements and animal welfare legislation	✓		Application form/interview
Previous supervisory experience		✓	Application form/Interview
Previous instructing experience		✓	Application form/interview
Skills and abilities			
Minimum Level 2 in Literacy, Numeracy and IT Skills	✓		Application from

Criteria	Essential	Desirable	Assessed by
Essential College attributes			
Initiative: Demonstrating the willingness and ability to use initiative – whether that means deciding on necessary action and following it through - or suggesting ways to work in a better way.	✓		Application form/ interview
Influencing skills: The ability to persuade others.	✓		Application form/ interview
Interpersonal Skills: The ability to communicate and interact with other people in a way that promotes cooperative relationships.	✓		Application form/ interview
Teamwork: The willingness and ability to collaborate and work closely with colleagues in a mutually supportive manner.	✓		Application form/ interview
Circumstances of role (if applicable)			
Ability to meet particular conditions of the role e.g. unsocial hours or travelling between campuses	✓		Application form