



## **Director, Veterinary Services (DVS) Position Summary:**

A member of the WHS Senior Management Team and reporting to the CEO, the Director of Veterinary Services (DVS) supervises and provides the highest quality medical care possible to animals served through WHS in a humane and professional manner, and in accordance with the most progressive and evidence-based policies and procedures with a focus on maximizing live release outcomes.

The DVS provides compassionate leadership, oversight and mentorship of all veterinary staff including the clinic's Assistant Manager, independent contractors and staff veterinarians, animal health technicians and clinic assistants. The incumbent also provides expertise and advice to the WHS Board and Management Team regarding veterinary medical policies, procedures, and issues as they relate to achievement of organizational goals.

## **Minimum Qualifications:**

- Doctor of Veterinary Medicine (DVM/VMD) from an accredited veterinary institution.
- Currently licensed in the Province of Manitoba to practice veterinary medicine or ability to obtain license upon hire.
- At least 8 years of experience in the veterinary field, with a focus on shelter medicine.
- At least 5 years of experience performing a variety of surgical procedures (spay/neuter, dentistry work and orthopaedic experience is mandatory to apply for this position).
- At least 3 years of experience managing staff in a veterinary clinic/shelter setting
- Understanding of budgets, cost analysis and grant application processes.
- An understanding, appreciation and practical experience in modern shelter medicine.
- Demonstrated communication skills to provide superior service to WHS adopters, clients, colleagues and staff.
- Must be able to sit or stand for more than 8 hours.

## **Duties and Responsibilities:**

### **OPERATIONS and OVERSIGHT**

- Provide a premiere level of care and services to animals and people in accordance with WHS mission, values, goals, and management philosophies.
- Propose medical protocols and guidelines for care/feeding/welfare of animals, with special attention being paid to minimizing animal stress and decreasing length of stay.
- Individual animal care, including physical exams, vaccinations, prescribing and administering medications; ordering and performing appropriate diagnostics; competently performing medical and surgical procedures in a safe and efficient manner.



- Herd health: Assess population health through data analysis, daily rounds with leadership team, and address population-level issues through changes to protocols, policies, and/or procedures.
- Conducts and/or directs humane euthanasia procedures when required.
- Liaise with other groups requesting services from the Winnipeg Humane Society.
- Leads ambulatory spay/neuter clinics in northern and remote communities through Manitoba.

#### BUDGETING, INVENTORY, and RECORD KEEPING

- Provide input on annual organization budget with direct responsibility over WHS clinic's budget.
- Provide input on maintenance of proper supply inventory, storage, handling and documentation of all substances, supplies, and proper functioning of all medically related equipment within the department.
- Provide input on the ordering of veterinary supplies and equipment from specific vendors who provide WHS with good service, products and maintenance at the lowest possible costs.
- Assure complete surgical, complication, mortality, and controlled drug logs and individual patient medical records are kept.

#### STAFF LEADERSHIP

- Supervise the veterinary team on day-to-day basis: hiring/termination, scheduling and mentoring.
- Provide input to the WHS Assistant Manager on daily assigned medical duties of all support staff working in shelter
- Provide training and mentorship for medical staff and maintain an atmosphere conducive to continuous learning
- Advise medical staff members assigned to answering clinic's "after hours" phone line. Be willing to provide guidance to staff members via phone if need be.

#### PROFESSIONALISM and CONDUCT

- Maintain and provide proof of a current license to practice veterinary medicine in Manitoba.
- Participate in, and provide proof of continuing education requirements.
- Adhere to applicable laws governing the practice of veterinary medicine.
- Adhere to WHS policies and procedures.
- Participate in special events, off-site clinics and perform other duties as requested.



- Maintain strict confidentiality on client, patient and donor information.
- A clear commitment to the mission, vision and values of the WHS

This is a permanent, full-time position with the WHS, inclusive of vacation, health and pension benefits. Work hours are flexible, typically Monday to Friday 8:30 am to 4:30pm with the expectation of availability via smart phone on weekends for emergency cases.

Salary is commensurate with the experience of the successful candidate.

**If You Are Interested in this exceptional opportunity, We Want To Hear From You:**

Please send your cover letter and résumé in confidence to: [careers@winnipeghumanesociety.ca](mailto:careers@winnipeghumanesociety.ca)

**IMPORTANT: You must indicate "Director, Veterinary Services" in the subject line.**

Deadline to apply is September 29, 2017 at 5pm Central Time.