



JOB POSTING NOTICE

POSITION: BEHAVIOR MANAGER
DEPARTMENT: BEHAVIOR
STATUS: FULL TIME
DATE: JANUARY 24, 2022

POSITION SUMMARY AND MINIMUM QUALIFICATIONS:

Responsible for managing the behavioral welfare of sheltered animals and supervising behavior department staff by performing the following duties.

Duties and Responsibilities include the following. Other duties may be assigned.

1. Supervises and evaluates behavior staff.
2. Manages animal behavior cases and assists in creating care pathways.
3. Prepares and manages departmental budget.
4. Develops & maintains departmental SOPs.
5. Participates in creating a thriving culture of philanthropy at the SPCA Serving Erie County by increasing awareness and support of our organization. This is achieved by being knowledgeable and supportive of SPCA programs and events, sharing your passion for service to animals and people within our community, and serving as an inspiration by providing an exemplary level of animal care and guest service.

Supervisory Responsibilities:

Directly supervises two or more employees in the Behavior Department. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Procedures, communicating and enforcing same with staff and volunteers.

Education/Experience:

Bachelor's degree (B. A. / B. S.) from four-year college or university; and four to six years related experience and/or training; or equivalent combination of education and experience. Animal shelter experience preferred.

Knowledge, Skills, and Other Abilities:

- Critical thinking skills
- Data analysis skills
- Behavioral observation skills
- Professionalism
- Time management skills
- Project development skills
- Project management skills

If you are interested in this position and meet the qualifications, please submit your resume to Julie Schultz, Human Resources @ SPCA - julies@yoursPCA.org Thank you!