

**KERN COUNTY SUPERINTENDENT OF SCHOOLS  
NEW/APPROVED AUGUST 2022  
SCHEDULE: #85/84  
RANGE: 10.5  
CLASSIFIED MANAGEMENT – OVERTIME EXEMPT  
CODE: 6, 8**

**WILDLIFE AND REHABILITATION MANAGER - CALM**

**DEFINITION**

Responsible for the operation of CALM's Wildlife Rehabilitation Center (CWRC).

**EXAMPLES OF DUTIES**

Oversee all aspects of CWRC operations;

ensure the proper treatment, care and release of injured, abandoned, or orphaned wildlife species according to standard industry and accreditation practices;

coordinate with CALM's Veterinary team and Curator of Animals to implement the best practices for treatment of wildlife;

develop treatment plans and standard operating procedures for a variety of injured and abandoned wildlife species;

complete and maintain all wildlife rehabilitation permitting;

follow all applicable laws, rules and regulations as they relate to Wildlife Rehabilitation permits licenses, records, and reports;

correspond with local, state, federal and other outside agencies as needed;

develop and implement an annual budget;

manage and provide leadership, guidance, and mentoring to a diverse staff of wildlife rehabilitators, educators, volunteers, and interns;

complete CWRC staff scheduling, timecards, and managerial paperwork;

ensure policies and procedures are developed and enforced to achieve goals and create a positive and nurturing work environment;

develop and implement CWRC volunteer and internship programs and oversee all CWRC interns and volunteers;

serve as the face of the CWRC and provide positive interactions with the public and media;

work with CALM's Community Coordinator to create fundraising opportunities and spread awareness regarding wildlife rehabilitation;

create content for CWRC's website to aid in educating the public regarding CWRC and wildlife rehabilitation;

participate in all programs, events, and fundraising efforts as they pertain to CWRC;

work with CALM Curator to coordinate non-release animal placement decisions;

work with outside veterinary agencies to coordinate wildlife care when needed;

other duties as assigned.

## **QUALIFICATIONS**

### Knowledge of:

Principles and practices of wildlife rehabilitation and animal care;

wildlife rehabilitation permitting requirements;

enclosure standards pertaining to specific species;

principles and practices of volunteer and intern training;

must be able to correctly identify a wide variety of animals including birds, mammals, reptiles, and other species to ensure proper and safe handling.

### Ability to:

Observe and interpret animal behavior, body posturing and symptoms of injury and illness;

create treatment plans and standard operating procedures according to current wildlife care practices;

calculate medication dosages for a variety of wildlife species;

manage a team of keepers, interns and volunteers in a positive and productive manner;

work alongside veterinary team to promote the best decisions for wildlife care;

ensure accurate record keeping and utilization of these records for outside agencies;

work with outside agents to complete permitting as related to wildlife rehabilitation;

speak in public in a variety of settings;

work weekends, holidays, and special events.

### Experience:

Five (5) years of paid experience in a licensed Wildlife Rehabilitation Center.

### Education:

Bachelor's in Zoology, Biology, or related field. Experience may be substituted for education.

### Conditions of employment:

Some positions may require proof of privately owned automobile insurance and possession of a valid California Motor Vehicle operator's license which must be maintained for the duration of the assignment.

Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice is a condition of appointment after all other required job conditions have been met.

Must present verification of completion of Child Abuse Mandated Reporter training or obtain verification within six (6) weeks of hire and annually thereafter, as required by the California Child Abuse and Neglect Reporting Act.

This position is overtime exempt and has a probationary period of one year.

CP: mm  
7/8/2022  
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