

Job Title: Medical Director	Department: Spay/Neuter Alliance	Salary/Pay Grade:
Location:	FLSA exemption: Exempt	Supervisor: Vice-President

JOB SUMMARY

Responsible for daily care of all surgical patients, ensuring all clinic staff members are adhering to proper pre-, peri- and post-operative care of patients. During training sessions, responsible for training participants in all aspects of patient care and efficient/safe clinic practices, maintaining a professional and friendly manner at all times. Provides oversight of NSNRT and Veterinarian Training programs and all medical staff.

WORKING RELATIONSHIPS

Works closely with the Vice President, Training Programs managers, and other staff.

ESSENTIAL JOB FUNCTIONS

1. Examine animals pre-op to determine their ability to withstand surgery
2. Perform surgical sterilizations
3. Examine animals post-op as necessary to ensure appropriate healing
4. Inoculate animals and provide recommendations for follow up care
5. Supervise handling and recording of controlled substances by Veterinary Technicians
6. Supervise post-op rechecks and order of medical treatments as necessary to ensure complete surgical recovery
7. Provide medical oversight of the clinic program, including evaluation of medical, surgical, and disease control protocols
8. Responsible for implementing complete medical protocol within all facilities
9. Hire and supervise medical staff, in conjunction with Lead Veterinary Technician, Operations Manager, and Executive Director
10. Evaluate and develop medical staff training
11. Conduct medical staff performance reviews on bi-annual basis
12. Plan and lead monthly medical staff and Veterinarian meetings
13. Identify staff members appropriate for training programs and supervise their training
14. Train program participants and any other designated persons in all aspects of patient care and efficient/safe clinic practices, maintaining a professional and friendly manner at all times
15. Effectively “team lead,” displaying a positive attitude and acting as a motivating force for all staff members
16. Solicit input and communicate updates regarding the clinic’s disease control protocols, surgical protocols, or other medical issues at regular medical staff and/or Veterinarian meetings as appropriate
17. Ensure all clinic staff members are adhering to proper pre-, peri- and post-operative care of patients

18. Be available to travel and train as requested
19. Other duties as assigned

EDUCATION, EXPERIENCE, KNOWLEDGE, SKILLS, ABILITIES

1. Must be a licensed veterinarian in the state of North Carolina
2. Physical Requirements
 - a. Must be able to work standing or sitting for 8 or more hours
 - b. Must be able to lift and carry up to 50 pounds repeatedly throughout the day with help
 - c. Must be able to bend and kneel repeatedly
 - d. Must be able to see fine detail in a variety of situations
 - e. Must have good hearing including ability to distinguish changes in pitch
 - f. Must have reasonable degree of agility to move through tightly cramped areas in various situations
 - g. Must have acceptable sense of touch and smell
 - h. Must have good range of motion in joints especially wrist, knees, elbows
 - i. Must have good range of motion in your back for instance twisting
 - j. Must be able to work in potentially extreme environmental temperatures
 - k. Must have acceptable sense of balance
 - l. Must be able to work and reach on hands and knees
 - m. Must be able to use a ladder and or step stool
 - n. Must possess excellent hand-eye coordination
 - o. May be asked to move large oxygen tanks
 - p. Must possess an acceptable degree of dexterity in hands and fingers
 - q. Must have good vision including peripheral vision, fine detail, distance, depth perception and ability to focus
3. Emotional/Mental Requirements
 - a. Must be able to work under stressful conditions and work efficiently and effectively under those conditions
 - b. Must be able to respond quickly to a variety of medical situations (with training)
 - c. Must be able to cope with death either due to surgical complication or euthanasia
 - d. Ability to rapidly and accurately process information
 - e. Ability to delegate tasks
 - f. Ability to recognize a need for assistance and ask for help
 - g. Ability to control instinct (for example: while restraining it is most often required to tighten grip and NOT release the animal when they begin to struggle)
 - h. Ability to make decisions
 - i. Ability to cope with frustrating situations and remain calm

- 4. Potential and Prolonged Exposures
 - a. Prolonged exposure to various aqueous solutions including but not limited to dish soap, chlorhexidine and spectra soap
 - b. Prolonged exposure to isopropanol, hydrogen peroxide
 - c. Potential exposure to formalin solution
 - d. Potential/Prolonged exposure to isoflurane gas
 - e. Prolonged exposure to quaternary ammonium cleaners and bleach
 - f. Prolonged exposure to pressurized steam
 - g. Potential exposure to sharps including needles and surgical blades
- 5. Must speak fluent English.

WORK ENVIRONMENT

The offices and operations of this department be high stress and very busy at times. This position is scheduled for 5 days/week, usually Monday through Friday; however, the schedule can change and may sometimes require weekend or evening hours to complete the job. Can include working some holidays or evenings depending on needs. Candidate must be flexible with schedule changes and short notice requests.

Acknowledgements & Approval	
Employee Signature: _____	Date: _____
Supervisor Signature: _____	Date: _____