

Medical Director

JOB DESCRIPTION



REPORTS TO: Palm Valley Animal Society Board

LOCATION: PVAS Locations

Palm Valley Animal Society (PVAS) seeks a Medical Director (Veterinary Surgeon) to join our nationally-recognized shelter as it solidifies its role as a leader in the US animal welfare movement. The Veterinary professional in this position will perform a wide range of duties, including spay/neutering, various other small animal surgeries, and provision of medical oversight of shelter animals. The most competitive candidates will have shelter medicine and high-quality, high-volume spay/neuter experience.

PVAS is a 501(c)3 nonprofit animal welfare organization serving four municipalities in Hidalgo County, as well as the county at large. PVAS operates two facilities in Edinburg, TX, taking in approximately 16,000 animals on behalf of 775,000 residents each year. PVAS is on a journey to create and sustain a Safe Humane Community by maintaining a 90% save rate and providing excellent care to all animals who come to our facilities while also supporting the people in the Rio Grande Valley who need assistance to keep pets in their homes.

PVAS accepts stray and surrendered companion animals from municipalities and Hidalgo County that contract our services regardless of age, health, or breed, making us the largest intake facility in Hidalgo County. The contracted cities and County have limits on the number of animals they can bring in.

POSITION OVERVIEW:

Executive-level position responsible for providing leadership and direction for the efficient and smooth provision of medical care, surgery, and maintenance of health for all animals cared for by PVAS and for community pets through outreach programming. Knowledgeable of best practices and standards for veterinary care in shelters. Oversees medical inventory and budget, including oversight and authorization for purchasing supplies, equipment, and medications. Supervises medical staff within the department. Develops treatment protocols and written policies/guidelines for medical and surgical care. Contributes expertise to community program development, to keep pets with their families as much as possible. Collaborates constructively with all shelter departments and other leadership to advance PVAS' mission, goals, and lifesaving. Committed to creating and maintaining a positive, inclusive, lifesaving work culture within the medical department and entire shelter.

Essential Duties and Responsibilities:

- Acts as PVAS's chief veterinarian, responsible for general oversight of all veterinary medical and surgical functions.
- Responsible for creating and ensuring compliance with guidelines, policies, and procedures to maintain the general health of the population of animals within PVAS facilities.

- Monitors and implements procedures and programs to reduce the rate of infectious disease throughout the shelter.
- Provides medical care, written reports, and expert witness testimony in court for animal cruelty cases. Ensures appropriate training and adherence to the policy regarding handling and documentation of cruelty cases by all medical staff and advises on the referral of cases to law enforcement.
- Manages a team of veterinarians, veterinary technicians, and support staff. Responsible for hiring, firing, coaching, and performance evaluations, as well as the development of training programs.
- Oversees staff scheduling and ensures that medical needs are covered at all times.
- Clinical duties as a staff veterinarian when needed to perform exams, surgery (both spay/neuter and other necessary procedures), necropsies, treatments, on-call decision making, euthanasia decisions, and other duties as needed.
- Ensures organizational licensure is met and act as the licensing veterinarian for facilities.
- Oversees medical budget and inventory management. Ensures equipment is regularly maintained and serviced when needed.
- Ensures thorough record-keeping and maintains quality control, including complete, accurate, and up-to-date medical records, drug logs, statistics, etc.
- Provides on-call services for shelter animal emergencies when scheduled and during closures.
- Directs and monitors all aspects of humane euthanasia. Ensures adequate personnel is certified and appropriately trained.
- Work with the leadership team to provide oversight and develop policies and protocols for operations, including feeding, housing, handling, cleaning, and general care.
- Provide guidance and support for policy development and individual case decision-making for placement of animals including adoption, transfer, foster care, and euthanasia.
- Works with the volunteer department to maintain and expand volunteer engagement within the medical department.
- Act as the liaison and case manager for PVAS to outside veterinary services.
- Collaborates with other shelter leadership to facilitate organizational growth, including collaboration on designing a new shelter facility and expanding community veterinary services.
- Other duties and projects as assigned.

Qualifications:

- Education: Must possess a DVM or VMD degree from an accredited college or university and be licensed to practice as a Veterinarian in the State of Texas, or be able to obtain and maintain a veterinary license in good standing with the state veterinary board upon hire.
- At least three (3) years of experience working in the capacity of a Veterinarian to include performing spay/neuter surgeries and pre-pubescent sterilizations required. Shelter Medicine Certification or experience working in an animal shelter is preferred.
- Must possess and maintain/obtain a current, valid Texas Driver's License.

Work Environment:

- While performing the duties of the job, the employee is frequently exposed to odors or airborne particles including animal fur and toxic chemicals. The noise level in the work environment is very loud. Frequent driving between facilities is required as well as consistent availability after-hours, on weekends, and holidays. Ability to stand for long periods of time while performing surgery or other duties.

Benefits:

- Competitive Salary
- Dental/Vision insurance
- Health/Life insurance
- 457B Retirement Plan
- Paid time off
- Relocation assistance
- sign-on bonus

Schedule:

- Flexible hours
- Some emergency on-call

PVAS is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to their race, religion, ancestry, national origin, sex, sexual orientation, age, disability, marital status, domestic partner status, or medical condition.

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