

**Job Class Profile:           Animal Herder I****Pay Level:                   CG-18                   Point Band:                   278-291**

Factor	Knowledge	Interpersonal Skills	Physical Effort	Concentration	Complexity	Accountability & Decision Making	Impact	Development and Leadership	Environmental Working Conditions	Total Points
Rating	1	1	5	3	1	1	2	1	6	
Points	47	17	32	14	30	22	41	21	64	288

**JOB SUMMARY**

The Animal Herder I performs skilled and semi-skilled work in support of animal care and education programs by assisting in the breeding and raising animals. Other tasks and activities include construction, landscaping and maintenance requirements.

**Key and Periodic Activities**

- Attends to animals, prepares and distributes food.
- Records standard, behavioral and non-routine animal data and reports any injuries or abnormalities upon observation.
- Cleans and disinfects animal holding enclosures, feed preparation and storage areas.
- Performs animal husbandry activities of rodent and other food species.
- Assists with the restraint, transport and collection of animals for display, rehabilitation and research; assists animal care staff and veterinarian with wildlife emergency first aid, advanced treatment and care, vaccination and other testing.
- Prepares sites and constructs animal enclosures; installs enclosure fabric; assists with construction, installation and renovation of hutches and transport carriers; and conducts repairs.
- Performs general duties related to painting fixtures; dismantling and disposing of old infrastructure; collects and disposes garbage; and removes snow and ice from walkways, buildings, trails and enclosures using hand and mechanized equipment.
- May cut and prune brush and trees and participates in weed control efforts; undertakes surface preparation installation and maintenance of plants, sods and hard landscaping; assists with the development and placement of designed landscape elements such as trailside signage.
- Answers general inquiries and provides direction to the visiting public; assists education staff with education services and training, exhibits and displays.
- Operates a variety of vehicles and equipment in the performance of activities and performs minor repairs to tools and equipment.
- Assists with visitor services by performing traffic and crowd control and providing assistance with first aid/medical emergencies.
- Maintains and operates environmental monitoring devices and collects weather data.

### Key and Periodic Activities

- Picks-up and delivers general supplies.
- Assists carpenter in the construction, maintenance and modification of storage sheds, exterior furnishings, exhibits, signage and other infrastructure (fences, gates, etc.).
- Assists on-site contractors as required.
- May assist with trail design, construction and repair.

## SKILL

### Knowledge

#### General and Specific Knowledge:

- Basic animal care, rehabilitation and husbandry procedures.
- Standard materials, methods and techniques used in construction and maintenance activities.
- Basic horticulture practices.
- Hazards and safety precautions in performing tasks.

#### Formal Education and/or Certification(s):

- Minimum: Completion of High School Diploma, supplemented by completion of courses in carpentry; Valid Driver's License issued by the Province of Newfoundland and Labrador.

#### Years of Experience:

- Minimum: Some experience in carpentry and animal husbandry.

#### Competencies:

- Ability to understand and follow written and verbal instructions.
- Ability to apply established techniques.
- Ability to operate machinery.

### Interpersonal Skills

- A range of interpersonal skills such as listening and asking questions are used to obtain information and seek clarification relating to daily work assignments.
- Most significant contacts are with the supervisor (for the assignment of daily activities); co-workers (in the performance of day-to-day work activities); and with the general public.

## EFFORT

### Physical Effort

- The demands of the job regularly result in considerable fatigue, requiring periods of rest.
- Lifting or moving objects over 50 lbs. is occasionally required when assisting in the performance of emergency care to sick or injured animals.
- Standing and walking is constantly required to perform majority of tasks and activities.
- Regularly uses various tools and equipment such as brush cutters and chain saws.
- The use of power tools such as circular and band saws, jigs and drills, axes, hammers, levels, etc., is also required on a regular basis.
- Fine finger/precision work is occasionally required when assisting in the performance of

medical procedures such as re-hydration and feeding of animals via stomach tubes or subcutaneous injections.
<b>Concentration</b>
<ul style="list-style-type: none"> <li>— <b>Visual</b> concentration is a regular requirement when assessing and treating animals; assisting with physical examinations and procedures and when utilizing tools and equipment for construction and landscaping activities.</li> <li>— Tasks and activities which are <b>repetitious and require alertness</b> include recording standard, behavioral and non-routine animal data; cutting and pruning brush and trees; and participating in weed control efforts.</li> <li>— <b>Higher than normal level of attentiveness/alertness and eye/hand co-ordination</b> are required when veterinarian with wildlife emergency first aid, advanced treatment and care, vaccination and other testing</li> <li>— <b>Time pressures and deadlines</b> are experienced when assisting with emergencies.</li> <li>— <b>Exact results and precision</b> are also required when performing the above noted activities.</li> </ul>
<b>Complexity</b>
<ul style="list-style-type: none"> <li>— Tasks are repetitive/well defined.</li> <li>— Work is performed within defined and standard work processes.</li> <li>— Challenges/problems/issues can be addressed by following procedures and guidelines.</li> <li>— Reference material available includes departmental policies, procedures and guidelines; as well as zoological park's personnel and animal care professionals.</li> </ul>

## RESPONSIBILITY

<b>Accountability and Decision-Making</b>
<ul style="list-style-type: none"> <li>— Work tasks and activities are generally prescribed or controlled.</li> <li>— Acts independently in performing other day-to-day activities as assigned.</li> <li>— Assignments are received from a supervisor who reviews work through discussions, review of records and observation of results achieved.</li> <li>— Involved in technical processes relevant to the breeding and raising animals, including administering drugs under direction of other staff.</li> </ul>
<b>Impact</b>
<ul style="list-style-type: none"> <li>— Impacts are felt internally within the immediate work area/department/government as well as externally with the general public.</li> <li>— Tasks and activities also impact resources such as information (educational material, presentations to groups); facilities (used to house animals); and health and safety (relating to injured and orphaned animals).</li> <li>— The consequences of a mistake or error in the performance of animal care can impact their health and safety.</li> </ul>
<b>Development and Leadership of Others</b>
<ul style="list-style-type: none"> <li>— Not responsible for the supervision of staff.</li> <li>— There is an expectation to provide occasional advice and/or guidance to new employees, etc.</li> </ul>

## WORKING CONDITIONS

### Environmental Working Conditions

- Safety equipment and/or precautions such as use of protective latex gloves, eyewear, facemask, outer clothing such as coveralls and rubber boots are required.
- There is a moderate likelihood for injuries or illnesses resulting from hazards associated with the capture, transport, examination and treatment of large animals as well as in the use of equipment in construction activities.
- Constantly exposed to unusual/distracting noise, dirt, dust, filth or garbage, glare, fumes, limited ventilation and lighting, hazardous chemicals, bodily fluids and waste, infectious diseases, odours, wet or slippery surface, awkward or confining workspaces and temperature extremes.