



Part-Time Kennel Assistant

Brown County Humane Society seeks a part-time Kennel Assistant for the shelter in Nashville. This position reports directly to the Shelter Manager. This is a part-time position (20-25 hrs/wk) and the selected candidate will work varying shifts during the week and weekends; schedule flexibility is required.

Responsibilities for which this position is accountable include, but are not limited to: visually check every animal daily and be able to recognize signs of common illness, injury, behavior issues; properly restrain animals for treatment; follow cleaning procedures and complete daily task list; provide regular physical contact, exercise, and attention to animals; ensure cleanliness and appearance of all areas of the shelter and premises; provide superior customer service to shelter visitors; follow intake, adoption, redemption, and data entry per Operations Manual; participate in preparations for SPOT spay/neuter and Canine Express efforts.

Qualification requirements include: to perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

Knowledge/Skill requirements include, but are not limited to: high school diploma or GED required; animal welfare and animal care experience preferred; ability to prioritize and multitask; ability to follow verbal and written instructions; ability to work as a team member and establish and maintain effective working relationships

Physical demands include: must be able to regularly lift, move, and/or restrain 100 pounds; vision abilities for computer work, examining animals, and peripheral vision to see and recognize behavior signals of animals

Work environment: frequent exposure to fumes, toxic chemicals, and airborne particles; animal-transmitted diseases; potentially dangerous animals; and contact with irate/emotional customers. The employee will regularly work in precarious places and outside weather conditions. The noise level of the work environment is usually loud.

If interested, please apply in person or email resume to: jobs@bchumane.org.