



LANE COUNTY
F012
Updated 06/16/08
Updated 09/19/17

SENIOR ANIMAL WELFARE OFFICER

CLASS SUMMARY: To lead activities in the field enforcement Animal Services Program; to provide humane animal care and control services; and to perform related duties as assigned.

CLASS CHARACTERISTICS: This is the advanced journey level class in the Animal Welfare Officer series. Positions at this level are distinguished from other classes within the series by the level of responsibility assumed and the complexity of duties assigned. Employees perform the most difficult and responsible types of duties assigned to classes within this series, including providing lead supervision over field enforcement. Employees at this level are required to be fully trained in all procedures related to assigned area of responsibility.

SUPERVISION RECEIVED AND EXECUTED:

Receives direction from the animal services manager or supervisor. Exercises direct supervision over assigned personnel.

TYPICAL CLASS ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)

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| 1. | Instructs and oversees assigned personnel in the field enforcement of animal regulation and protection laws, rules and regulations, and in the care and handling of animals. |
| 2. | Performs field enforcement of animal regulation and protection laws, rules and regulations; presents oral and written testimony in court cases concerning enforcement of animal regulations. |
| 3. | Provides information and education to the public regarding responsible pet ownership. |
| 4. | Prepares and presents animal control lectures/programs to schools, clubs, agencies, and the media. |
| 5. | Assists the public in identifying and/or finding lost pets and animals. |
| 6. | Coordinates with other law enforcement agencies to provide comprehensive enforcement of the law. |

Knowledge of (position requirements at entry):

- Animal regulation laws, rules, policies and procedures concerning impoundment and retention of animals.

LANE COUNTY
Senior Animal Welfare Officer (Continued)

- Field enforcement activities of animal regulation.
- Safe, humane and efficient care and handling techniques used to capture and impound animals.
- Kennel operations and animal release policy and procedure.
- Laws, rules and regulations pertaining to animal contact and humane euthanasia; euthanasia process and animal disposal policies and procedures.
- Physical assessment of animals including sex, breed, adoptability and age determinations.
- Animal diseases and control of diseased animals; medicines and treatment of injured and/or diseased animals.
- Court proceedings concerning animal regulation and field enforcement activities.

Ability to (position requirements at entry):

- Train and assign work to staff.
- Meet and deal with the public in a variety of situations.
- Explain proper care of animals to the public.
- Safely and efficiently handle, care for and treat vicious, stray or diseased animals.
- Identify diseased animals and take appropriate safety precautions when handling such animals.
- Present materials in a court of law.
- Provide oral and written testimony in court.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

Training and Experience (positions in this class typically require):

Equivalent to the completion of the twelfth grade. Additional specialized training in animal regulation, technical veterinary medicine, law enforcement or a related field is desirable. Three years of progressively responsible field enforcement. An equivalent combination of experience and training that will demonstrate the required knowledge and abilities is qualifying.

Licensing Requirements (positions in this class may require):

- Possession of a valid Oregon driver's license.
- Certification as an Oregon Certified Euthanasia Technician.

NOTE: This position is represented by AFSCME Local 2831.

Classification History:

Memo outlining deminimus changes to the job classification language approved by County Administrator 6/16/08.

FLSA Status: Protective Services Classification.