

Job description

Bede's is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment.

Job title:	Animal Keeper
Reporting to:	Zoo Manager
Line management responsibility for:	Not applicable
Main purpose of the role: To assist in the efficient operation of all activities at St Bede's Senior School animal management unit including all aspects of animal management and welfare, practical training, organisation, record keeping and supervision of students.	
Background information: The role will be part of the Animal Management team (AMU). The role will be line managed by the Zoo Manager and will report to the Head of Animal Management in the Zoo Managers absence.	

Main duties and responsibilities:

- 1) Basic Husbandry of the animal collection:
 - Responsible for all aspects of the care and management of the school zoo's animal collection including but not limited to cleaning out; feeding; waste disposal and maintenance of enclosures.
 - Preparing, storing and distributing food according to established amounts and types of diet.
- 2) Maintenance of animal enclosures:
 - Performing routine maintenance and repair of animal exhibits and holding areas to assure the health of animals and the presentation of the species in an attractive environment.
- 3) Behavioural Enrichment of all animals in the collection:
 - Ensuring all animals are given suitable enrichment on a daily basis.
- 4) Purchase/ordering of feed and goods as required:
 - In the extended absence of the Zoo Manager ensuring that stock is ordered from the appropriate establishments to ensure the smooth running of the Zoo.
- 5) Cleanliness and tidiness around the school zoo:
 - Ensure that all areas of the Zoo are clean and tidy and presented in a clean and tidy fashion.

- 6) Record keeping:
- Ensuring any changes in animal behaviour, feeding or health concerns are accurately recorded in the day diary.
- 7) Security of the zoo site:
- Check that all animals are present and healthy at the **start and end** of each day.
 - Ensure that all enclosures are fit for purpose and keep their intended inhabitants in safely.
 - Maintain all locks and gates and ensure that they are properly secured at all times.
 - To check and maintain the integrity of the perimeter fencing.
- 8) Animal health and welfare:
- Providing assistance in handling or restraining animals in accordance with established safety procedures as necessary to ensure animal welfare.
 - Liaise with the veterinary surgeon should the need arise.
 - Taking animals to and from the veterinary surgery if required.
 - Administer appropriate dosage of medication if required.

Person Specification

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The person specification focuses on the knowledge, skills, experience and qualifications required to undertake the role effectively. Please ensure that your application demonstrates how you meet the essential criteria. You will be assessed by your completed Application Form and covering letter (A), at interview (I) and in some instances by an exercise (E).

Requirements	Essential	Desirable	Measured by A, I, E
Education and Qualifications	<ul style="list-style-type: none"> • Be qualified to level 3 in a relevant subject. 	<ul style="list-style-type: none"> • DMZAA 	A
Knowledge and skills	<ul style="list-style-type: none"> • Be able to demonstrate a high standard of animal management. • Be able to handle a wide range of animals effectively. • Be able to communicate effectively both verbally and in writing. 	<ul style="list-style-type: none"> • Aquatic or reptile experience. • Basic building skills. 	A, I, E

	<ul style="list-style-type: none"> • Have experience of working with young people. 		
Experience		<ul style="list-style-type: none"> • 2 years' experience in an animal collection. 	A
Personal competencies and qualities	<ul style="list-style-type: none"> • A genuine interest in pursuing a career in animal Management and enthusiasm to develop in this area. • Ability to give attention to detail • Ability to work in a methodical, ordered manner • Ability to work alone. 	<ul style="list-style-type: none"> • To keep abreast of recent developments in the Zoo world. 	A,I
Other requirements	<ul style="list-style-type: none"> • An understanding of safeguarding and its importance in a school environment • Be able to work flexible hours. • Hold a current driving licence 		

Additional Information

- Annual salary: TBC
- Full Time contract
- Working hours: 08:00 to 5:00 as required. There is a 30 minute unpaid lunch break within these hours.
- Must be willing to work some evenings (open evenings etc.), occasional nights (in an emergency), weekends and holidays and an occasional 24-hour emergency on-call when the Zoo Manager is absent.
- All posts are subject to the receipt of a satisfactory DBS certificate, references, medical checks, proof of identity and copies of qualifications, where a requirement of the role.

Written by:

Paul Juniper