



Job Description

JOB TITLE:	Animal Centre Lead Technician
GRADE: 37 hours)	£31,344.86 to 34,234.59 (£28,994 – £31,667FTE for
HOURS:	40 (Friday-Tuesday pattern)
REPORTS TO:	Deputy Animal Centre & Education Manager
CAMPUS:	BCA
JOB PURPOSE:	The Animal Centre Lead Technician is expected to work alongside the Animal Centre Manager (ACM) and Deputy Manager (DM) to ensure the day-to-day safe and efficient running on the animal centre ensuring high standards of animal welfare and animal husbandry are carried out daily for all the animals across the centre and that accurate records are kept.

Main Duties

- 1 Contribute to the delivery of daily husbandry and welfare tasks to industry standard including but not limited to, record keeping, cleaning, feeding, behavioural observations, training and enrichment.
- 2 Work with the ACM and DM to always ensure adequate staffing levels across all sections in the centre to ensure high standards of animal care and welfare and support for commercial and curriculum activities.
- 3 Manage a small team of weekend staff to ensure continuity of care to the animals and a positive experience for learners, particularly at weekends.
- 4 Work with the ACM and DM to drive forward the Animal Centre and contribute to managing CPD requirements for the wider centre team as well as engaging in any CPD or training required for relevant industry and college development.
- 5 Alongside the ACM and DM, have responsibility for ensuring appropriate stock levels are maintained of medication, feed and any other essentials. including processing/placing orders



- 6 Liaise with veterinarians regarding routine preventative treatments and strategies and, in the absence of the ACM or DM, make balanced decisions regarding animal welfare. Administration of some medications and treatments will be necessary and should be applied in accordance with specific animal centre protocols.
- 7 Maintain work areas, accommodation and surrounding environment to ensure the highest standards of cleanliness and hygiene.
- 8 Work with the ACM and DM to ensure all equipment, tools and machinery are kept in good working order and ensure supplied, parts and consumables are safely stored and that adequate stocks are maintained
- 9 Keep accurate and up to date animal records using ZIMS and other record keeping methods.
- 10 Observe good working practices, comply with and promote college and Animal Centre policies and take appropriate responsibility to ensure the health and safety of self and others.
- 11 Contribute to the development of the centres working procedures to ensure the College adheres to all legislative, accreditation and industry requirements.
- 12 Maintain safe working practices and with the ACM, produce/update risk assessments and policies for the Animal Centre
- 13 Work with student groups undertaking practical sessions on the Animal Centre and provide instruction to enable them to successfully complete animal husbandry tasks correctly and safely.
- 14 Develop and maintain a realistic working environment and develop the professional attitude of the students towards their work and provide students with every opportunity to practise their skills.
- 15 Contribute to the Animal Management Centres Family Zoo Days and other commercial activities as and when necessary.
- 16 Provide cover in the case of absence across the whole of the animal centre.
- 17 Ensure compliance with, and implementation of, all College policies and procedures with particular reference, but not exclusively, to Equality and Diversity, Health and Safety, Every Child Matters and those specific to the Animal Centre.
- 18 To undertake such duties as reasonably fall within the purview of the post.

NOTE

This post is not exempt from the Rehabilitation of Offenders Act 1974. For further details on our policy on the Recruitment of Ex-Offenders can be found



PERSON SPECIFICATION - Animal Centre Lead Technician

	Essential	Desirable	Source of Evidence
EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS			
L2 English	X		AF
L2 maths	X		AF
To hold a minimum Level 3 vocational qualification in a relevant subject	X		AF
To hold a recognised qualification in an area of specialism relevant to this role		X	AF
First Aid at Work qualification (or willingness to achieve within an agreed time frame)	X		AF
EXPERIENCE SKILLS, KNOWLEDGE AND ABILITIES			
To possess strong practical skills that can be shared with others and be able to comfortably work with a wide range of animal taxa out across Zoo, Ectotherm, Companion and Livestock sections	X		AF/IV
Previous relevant demonstrable experience in an accredited animal collection	X		AF/IV
Ability to lead, direct and inspire others within the work environment to meet objectives	X		AF/IV
Ability to supervise learners on an individual or group basis in practical skills	X		AF/IV
Experience of working with students and staff to support curriculum delivery		X	AF/IV
Ability to maintain a well prepared realistic and safe environment for our learners	X		AF/IV
Ability to maintain various professional and work-related records	X		AF/IV
PERSONAL QUALITIES			
Ability to use own initiative and work effectively and conscientiously with a minimum of supervision	X		AF/IV
To consistently produce a high standard of work	X		AF/IV
Demonstrate a positive and flexible approach to work and tasks	X		AF/IV



Ability to communicate effectively both orally and in writing with a wide range of people including adults and young people	X		AF/IV
Ability to work effectively within a team and with a range of learners and staff	X		AF/IV
OTHER			
Ability to undertake the physical elements of the role effectively	X		AF/IV
Understanding of Health and Safety law and policies	X		AF/IV
Understanding of Child Protection Legislation and requirements		X	AF/IV
Possession of a driving licence	X		AF
Ability and willingness to work flexibly to meet the needs of the College involving evening, weekend and holiday work.	X		AF

KEY:

Evidence of all of the elements marked AF or AF/IV must be present in the application form in order to be shortlisted for an interview

All of the elements marked IV will be assessed at interview.

All of the elements marked AF/IV will also be assessed at interview.

All or some of the elements may be assessed by the Test/Presentation