



Office of Human Resources  
Veterinary Fellow - CO3183  
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### General Statement of Duties

The Veterinary Fellow will provide veterinary care including surgery, vaccination, medical care, diagnostics, euthanasia, and treatments to animals at Denver Animal Protection (DAP) under the guidance of the lead Shelter Veterinarian. The Veterinary Fellow will follow all internal medical and procedural protocols as expected for all staff at Denver Animal Protection.

### Distinguishing Characteristics

This class provides recently graduated licensed professional veterinarian work at Denver Animal Protection. This classification is distinguished from a Veterinary Technician who performs standard level health monitoring and participates in the medical care of animals at the animal shelter. This class is distinguished from a Shelter Veterinarian who is an experienced veterinarian in shelter medicine and performs a variety of full performance clinical, laboratory, and surgical activities at the animal shelter and ensures all animals receive humane and appropriate medical treatment in the clinic.

### Level of Supervision Exercised

None

### Essential Duties

Provides high quality medical care to shelter animals, oversees the health management of shelter animals, and provides for the medical and surgical needs of animals.

Assists with duties of a veterinarian which includes health assessment, diagnosis, surgery, euthanasia, and treatment of various medical conditions.

Implements medical protocols and standard operating procedures for medical evaluations and treatment of animals including disease control, sterilization, improvement of health and quality of life issues, and the alleviation of suffering.

Administers and promotes rabies immunization programs.

Writes medical reports, processes cruelty cases, and presents cases in court.

Assists with managing the euthanasia process of animals.

Observes and monitors health and well-being of animals and maintains detailed observation records as directed; notes appropriate behavioral and health concerns; observe the animals for body composition changes, stool and urine observations, lethargy, feeding and eating responses, and stress levels; identifies potential health issues and inform veterinary staff and management of conditions noted through observations, as necessary.

Admits and assesses sick and injured animals and arranges for veterinary assessment/treatment.

Performs laboratory and other diagnostic tests.

Supervise and training of visiting veterinary technician interns and veterinary students.

Maintains logs for radiology, case dispositions, admissions, euthanasia, controlled substances, and other logs pertaining to veterinary or general care of animal patients.

Administers medical treatments following veterinary staff instructions and gives treatments at appropriate times; fills out medication records completely.

Completes general housekeeping tasks: uses appropriate cleaning and disinfecting agents, sweeps, mops, and wipes down counters of work areas, ensures proper removal of garbage and compost, launders towels and bedding as needed, empties and washes/sanitizes dishes daily, keeps food storage areas and work areas neat and tidy, and washes carriers or caging.

Performs other related duties as assigned.

Any one position may not include all the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

### **Competencies**

**Customer Service** – Interacts with customers in a friendly and professional manner, works to resolve issues quickly and effectively, and is knowledgeable about products and services.

**Learning** - Uses efficient learning techniques to acquire and apply new knowledge and skills; uses training, feedback, or other opportunities for self-learning and development.

**Interpersonal Skills** - Shows understanding, friendliness, courtesy, tact, empathy, cooperation, concern, and politeness to others and relates well to different people from varied backgrounds and different situations.

**Problem Solving** - Identifies problems; determines accuracy and relevance of information; uses sound judgment to generate and evaluate alternatives, and to make recommendations.

**Reading** – Understands and interprets written material, including technical material, rules, regulations, instructions, reports, charts, graphs, or tables; applies what is learned from written material to specific situations.

**Writing** – Writes in a clear, concise, organized, and convincing manner for the intended audience.

### **Knowledge & Skills**

Knowledge of the scientific principles, methods, and processes used to conduct a systematic and objective inquiry including study design, collection, analysis, interpretation of data, and the reporting of results.

Knowledge of plant and animal living tissue, cells, organisms, and entities including their functions, interdependencies, and interactions with each other.

Knowledge of the principles and practices of veterinary medicine sufficient to be able to diagnose and treat animals both surgically and medically.

Skill in the treatment and care of animals.

### **Education Requirement**

Doctor of Veterinary Medicine accredited by the Council on Education of the American Veterinary Medical Association.

**Experience Requirement**

None

**Education & Experience Equivalency**

No substitution of experience for education is permitted.

**Licensure & Certification**

By position, may require a Colorado Class "R" Driver's License by the completion of probation.

Possession of a license to practice veterinary medicine within the State of Colorado.

Licenses and certifications must be kept current as a condition of employment.

**Working Environment**

Subject to long irregular hours  
Subject to many interruptions.

**Level of Physical Demand**

4-Heavy (50-100 lbs.)

**Physical Demands**

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs):

Bending/Twisting: Bending and twisting in the rescue capture of animals.

Climbing/Balancing: Climbing walls, fences and other obstacles and balancing.

Crawling: Crawling in tight, cramped spaces to rescue, trap or capture animals.

Endurance: Exert physical efforts to restrain animals for a substantial period.

Fine Dexterity: Coordinate eye-hand to operate a vehicle, reach, hold, grasp and turn objects.

Handling: Handle domesticated feral animals, wildlife, birds, reptiles, bats, etc.

Hearing/Talking: Hear and determine direction of sound.

Kneeling/Crouching: Kneel and crouch in locating and capture of animals.

Lifting/Carrying: Lift/carry live and dead animals up to 100 pounds, food, water, traps and cages, and wearing a utility belt weighing up to 10 pounds.

Neck Flexion: Moving neck upward/downward.

Pushing/Pulling: Push/pull animals, kennel, equipment, etc.

Reaching/Handling: Lifting and handling traps and cages, animal foods, equipment.

Sitting: In sitting position to write a report, vehicle patrol, and the public contact.

Standing/Walking: Patrol and the public contact.

Vision: To observe animal behavior, read signs, and reading colors.

**Background Check Requirement**

Criminal Check

Employment Verification

Education Check

Licenses/Certification

Proof of professional liability insurance

By position, Motor Vehicle Record

**Assessment Requirement**

None

**Probation Period**

None

**Class Detail**

**Pay Grade: O-611**

**FLSA Code: N**

**Established Date: 10/6/2019**

**Established By: SO**

**Revised Date:**

**Revised By:**

**Class History:**