



## **Junior Center of Art and Science Seeking Animal Caretaker Position: Part-time paid**

**Title:** Animal Caretaker  
**Reports To:** Program Director  
**Work Location:** Junior Center of Art and Science, 558 Bellevue Ave. Oakland, CA  
**Hours:** up to 15 hours a week

### **Position Overview**

The Junior Center of Art and Science encourages children's natural wonder and innovation through creative exploration in the arts and sciences.

Located in the heart of Oakland on the shores of Lake Merritt, the Center is dedicated to delivering hands-on, engaging programs to the communities of Oakland and the greater East Bay Area. We do so through our interactive learning spaces and through exploratory programs including exhibitions, workshops, and classes both on-site and off-site.

Our support staff is essential to the organization's health and success. The Animal Caretaker serves as the first point of contact in our Animal Discovery Room for the community at large including visitors, potential students, and their families. Primary responsibilities include caring for our animals, providing a clean, welcoming learning space in the Animal Discovery Room, engaging visitors, and teaching workshops.

### **Duties and Responsibilities**

The Animal Caretaker will provide care for our animals on Tuesday through Saturdays or Wednesdays to Sundays from 10am - 1pm. The Caretaker will perform routine assignments requiring technical applications including feeding and cleaning out living spaces and observe, report and monitor the health and comfort of a variety of species. Perform animal husbandry and sanitation as prescribed by federal laws and regulations, state law, and JCAS policy.

The Caretaker also serves as the Ambassador and JCAS representative in the Animal Discovery Room - greeting guests, providing a warm and engaging learning environment for visitors, and providing information about JCAS and its programs.

Duties will include:

- Provide care for animals in a humane, safe and sanitary manner using appropriate equipment and established procedures
- Maintain a daily room activity log
- Acquire food on a weekly basis
- Feed and water the animals daily and administer special diets and water according to specified protocols and directions
- Change animal caging as scheduled or needed and clean animal room daily as assigned. Breakdown and sanitize animal quarters, service rooms, equipment and hallways as scheduled

- Observe animals for signs of disease and behavioral changes and report observations
- Observe and maintain proper cage environments - report and correct any necessary changes
- Attend in house trainings as necessary
- Teach one-day animal discovery workshops as needed.

### **Desired Qualifications**

- Previous related experience with animals.
- Must not be allergic to animals, latex, waste products, bedding or solutions
- Excellent people skills
  - Experience working with a diversity audiences
  - Ability to work well in a collaborative/team setting
- Strong oral and written communication skills; strong interpersonal skills
- Strong attention to detail
- Strong interest in working in a community youth setting
- Interest in art or science practices
- Able to communicate clearly and efficiently with a variety of audiences
- Must pass a post-employment criminal background check

### **Physical Demands and Work Environment** ☐

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made. ☐

- Must be able to regularly lift up to 25lbs. and climb an 8 ft ladder.☐
- Must be able to sit and stand for long periods of time.
- Must be able to answer phones and operate office equipment including but not limited to an office computer, tablet, fax machine and copier.
- Must have regular access to reliable transportation. for example, own a working, reliable vehicle and hold a current, valid CA driver's license or have regular access to public transportation.
- Required language: English

Pay Rate: \$16.00 - \$18.00 per hour DOE

NO CALLS PLEASE.

### **Send Resume & Cover Letter to:**

RE: Animal Caretaker Position  
 Junior Center of Art and Science  
 558 Bellevue Avenue  
 Oakland, CA 94610  
 contact@juniorcenter.org

The Junior Center of Art and Science (JCAS) is an independent, non-profit organization which has been providing educational programs to children and teens for over 50 years. JCAS serves over 25,000 children annually through school outreach programs, after school and summer

courses, and a variety of drop-in art and science activities for children and their families.

Multilingual, people of color, and LGBTQIA encouraged to apply.

To learn more, visit the Center's web site at [www.juniorcenter.org](http://www.juniorcenter.org)

The Junior Center is an Equal Opportunity Employer, drug free workplace, and complies with ADA regulations as applicable.