

## **JOB DESCRIPTION**

### **REHABILITATION ASSOCIATE**

**OVERVIEW:** For 35 years, the Rocky Mountain Raptor Program (RMRP) has served our northern Colorado community and beyond by providing the rescue and compassionate, high-quality rehabilitation for raptors in need. RMRP sees roughly 300 raptors a year.

**RMRP MISSION:** The Rocky Mountain Raptor Program inspires the protection and appreciation of raptors and the spaces where they live through excellence in rehabilitation, education, and research.

**CLOSE WORKING RELATIONSHIPS:** The Rehabilitation Associate reports to and works under the direction of the Director of Rehabilitation. May also receive direction from the Rehabilitation Coordinator, and Rehabilitation Assistant(s). Works with all staff as needed for the successful completion of tasks and in support of RMRP's overarching mission. Works with, trains, and supervises interns and volunteers.

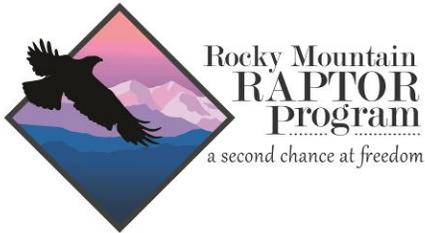
The Rehabilitation Associate works collectively with the Rehabilitation Department to provide rehabilitative care for the patients under RMRP's care. There is also a high degree of communication, cooperation, and interaction with the Education and Outreach Department in managing the health of the Educational Ambassadors.

**WORK HOURS:** This is a full-time hourly position. The schedule is distributed among the department staff and will be discussed during the interview process. (Schedule must be flexible to meet needs, which include early mornings, some evenings, weekends, and holidays)

#### **RESPONSIBILITIES:**

Duties include but are not limited to:

- Avian Care: rescues, raptor transport, handling, triage and physical assessment, administration of fluids and medications, wound management, necropsy, flight cleaning, feeding, and watering
- Raptor Nutrition and Animal Care: daily care/feeding of live prey colonies (including euthanasia of live prey) and cleaning, monitoring, cataloging, and maintaining rotation of food items for raptor nutrition
- People management: managing, training, supervising, and coaching volunteer and intern treatment crews
- Facilities upkeep: organization, maintenance, and cleaning of common areas, and assisting with projects such as enclosure repair and modification.
- On-call duties: after hours, the weekend, and holiday hours will be required.
- Technological Needs: Administration duties such as filing, data entry, and phones.



Location: 720B East Vine Drive, Fort Collins Colorado  
Mail: 2519 South Shields Street #115, Fort Collins Colorado, 80526  
Office: 970-484-7756, Fax: 970-484-7763, Web: [www.rmrp.org](http://www.rmrp.org), Email: [info@rmrp.org](mailto:info@rmrp.org)

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- A positive, professional attitude is expected in all interactions with volunteers, staff, donors, and the public.
- Other duties may be assigned by the Rehabilitation Director, the Rehabilitation Coordinator, or the Rehabilitation Assistant.
- Supporting the overall mission, fundraising, and donor relations events are a requirement.

#### **QUALIFICATIONS:**

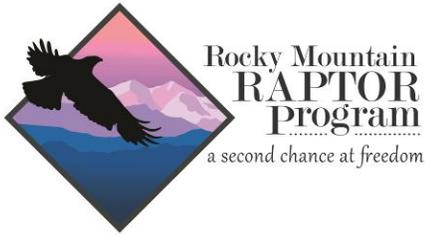
- Highly motivated individual who can work both independently with minimal direction and as part of a team
- Strong attention to detail, accuracy, and dependability
- Possess excellent oral and written communication skills
- Strength in technology such as Google Classroom, database entry, and recording
- Proven supervisory skills, including the ability to motivate/train volunteers/interns and develop a positive team environment
- Willingness and ability to work collaboratively and cooperatively with others to solve problems constructively and resolve conflict, good interpersonal skills
- Ability to work in a fast-paced and sometimes stressful environment
- Must be able to perform physically demanding tasks such as cleaning, lifting, carrying, standing, and working outdoors year-round in all types of weather.
- Must be able to work unpredictable and often long hours (including weekends, evenings, and holidays), particularly during the busy summer season.
- Must have own reliable transportation
- Must pass a criminal background check
- Must be current with COVID vaccines/boosters and a current tetanus shot.
- Applicants with previous have experience in basic raptor restraint and handling, avian anatomy along with the administration of medical treatments is a plus.

**MINIMUM EDUCATION AND EXPERIENCE:** High School diploma or equivalent required. Two years of related work with animals other than raptors.

**PREFERRED EDUCATION AND EXPERIENCE:** BS and two years working previous experience in raptor rehabilitation and a strong working knowledge of avian anatomy and a basic understanding of medical care.

**LENGTH:** Minimum of one year

**COMPENSATION:** Full-time hourly position – 40 hours per week and begins at \$12.56/hour but is based on experience. Raises and promotions are evaluated after a 6-month probationary period and based on job performance.



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**RMRP CULTURE:** RMRP is committed to a culture of philanthropy among our staff and board. We believe that each person has gifts, strengths, and connections that can advance the mission of the organization. Our annual fundraising goal is the most crucial number in the annual budget. Our strategy for reaching that goal merges the efforts of every member of the organization, staff members, and volunteers. Everyone has an important and unique role in helping the organization succeed. We all contribute to and are responsible for its success.

Please submit an email of interest to Gail Kratz at [Gail@rmrp.org](mailto:Gail@rmrp.org). No phone calls. Applicants will fill out an online application and submit a resume, and a letter of interest. The link to this digital form will be sent to you. Your letter of interest should include the following:

- Why do you want to work at RMRP?
- Why are you qualified for this role?
- How do you use your strengths to solve organization and interpersonal problems?
- How long do you expect to work at RMRP?

Application submission closes 5/10/22.