

## Humane Society of Sonoma County Job Description

<b>Job Title:</b>	Registered Veterinary Technician	<b>Location:</b>	Santa Rosa
<b>Department:</b>	Spay/Neuter Clinic and Community Veterinary Clinic	<b>Hours:</b>	40 hours/week
		<b>Salary:</b>	\$25-35 DOE
<b>FLSA Classification:</b>	FT, non-exempt	<b>Reports To:</b>	Director of Veterinary Operations

### OUR AGENCY:

At the Humane Society of Sonoma County, our work culture is rooted in compassion, purpose, and an unwavering commitment to the greater good. We believe there is no animal welfare without human welfare, and that supporting pets means supporting the people who love them.

Our team is united by a shared passion for saving lives and strengthening the bond between pets and their people. Every day, we work collaboratively and compassionately to provide medical care, low-cost veterinary and spay/neuter services, food and supplies for families in need, behavior support, training, and thoughtful adoption services. We show up for one another, for our community, and for every animal in our care—because we believe meaningful change happens when empathy leads the way. Together, we are building a world where every animal is safe, loved, and valued, and where the wellbeing of people and pets is honored equally.

### JOB SUMMARY:

As an RVT at our High-Quality, High-Volume Spay/Neuter (HQHVSN) clinic, you'll play a key role in providing compassionate, efficient, and skilled medical care to shelter and community animals. This position is dynamic and fast-paced, perfect for someone who enjoys creating continuous positive impact, and is committed to high standards of care.

You'll be responsible for overseeing the surgical floor on assigned shifts, supervising veterinary assistants and students, managing patient flow, and ensuring the safety and well-being of every animal. Your clinical skills will be used to their full extent across surgery, medical exams, treatments, and diagnostics.

### WHAT WE'RE LOOKING FOR:

- **Licensed CA RVT** in good standing (required)
- Minimum 2 years' experience in a veterinary clinical setting or equivalent maturity and work ethic
- Proficiency in anesthesia and surgical nursing preferred
- Demonstrated ability to manage competing priorities and work efficiently in a high-volume setting
- Strong communication skills and a commitment to client education
- Experience supervising and mentoring staff is a big plus
- Knowledge of Fear Free animal handling philosophy and techniques (or willingness to complete training within 60 days of hire)
- Bilingual (Spanish/English) highly preferred

## **WHAT YOU BRING:**

- A calm, confident, and professional presence in high-pressure situations
- Compassion for both animals and people, with an understanding of the challenges faced by underserved communities
- A commitment to upholding the 5 Freedoms of Animal Welfare:
  - Freedom from hunger and thirst
  - Freedom from discomfort
  - Freedom from pain, injury or disease
  - Freedom to express normal behavior
  - Freedom from fear and distress

## **KEY RESPONSIBILITIES:**

### **Surgery & Anesthesia (HQHVSN & Public Clinic):**

- Assist DVM with physical exams and patient assessments
- Induce, monitor, and recover patients from anesthesia
- Administer medications: anesthetics, analgesics, vaccines, fluids, and more
- Place catheters, intubate, and monitor vital signs
- Oversee pre-med, induction, monitoring, and recovery flow of minimum 30 patients per day
- Discharge patients with clear post-operative instructions

### **Medical Care & Outpatient Support:**

- Provide caring and compassionate bedside manner with patients and their owners
- Adhere to low-stress handling techniques for all animals
- Assist DVMs during medical appointments and treatments
- Perform diagnostic procedures (venipuncture, urinalysis, hands-free radiographs, etc)
- Communicate treatment plans to clients in a compassionate, non-judgmental manner
- Maintain accurate medical records and controlled substance logs
- Support humane euthanasia procedures per protocols and CA law

### **Leadership & Team Support:**

- Act as floor lead during assigned shifts; supervise veterinary assistants and volunteers
- Set the department tone of collaboration, compassion, and efficiency
- Ensure smooth workflow and patient safety throughout the clinic
- Serve as liaison between departments to coordinate animal care
- Provide training and mentorship to new and existing staff

### **Clinic Operations:**

- Maintain a clean, safe, and organized work environment
- Restock supplies and ensure readiness for each day
- Follow OSHA, sanitation, and safety protocols
- Adhere to low-stress handling techniques for all animals

- Support organizational goals and maintain a positive, professional demeanor at all times

#### **WORK ENVIRONMENT & PHYSICAL REQUIREMENTS:**

- Ability to lift and move animals or equipment up to 50 lbs
- Prolonged standing, walking, and physical activity throughout the workday
- Exposure to animal-related hazards including bites, scratches, zoonotic diseases, cleaning agents, and moderate noise
- Must be able to work weekends or extended shifts as needed

#### **COMPENSATION & BENEFITS**

- Flexible alternative work schedule (4/10s) to support work-life balance
- Paid vacation, sick time, and holidays
- Continuing education stipend and CE days
- Medical, dental, and vision insurance
- Employer-paid life and long-term disability coverage
- 403(b) Plan