The Karen Beasley
SEA TURTLE RESCUE
& REHABILITATION CENTER
SURF CITY, NC USA

JOB DESCRIPTION

Title: Sea Turtle Rehabilitation and LSS Assistant
Supervisor: Rehabilitation Manager
Status: Part-time (24 hours/week), permanent
FLSA Exempt: No

SUMMARY: *The Sea Turtle Rehabilitation and Life Support Systems (LSS) Assistant supports the daily husbandry and medical care of sea turtle patients undergoing rehabilitation, and supports the daily operations and maintenance of the life support systems. Working under the supervision of the Rehabilitation Manager, this position assists with patient admissions, approved medical treatments, animal records management, and coordination of care with volunteers and interns. The position also assists with water quality monitoring and life support systems maintenance, provided coverage as needed, and coordinates with and supports the Water Team volunteers and interns.*

RESPONSIBILITIES:

Sea Turtle Rehabilitation:

- Assist with all aspects of the daily care and husbandry for sea turtles in rehabilitation at KBSTRRC's sea turtle hospital including food preparation, feeding, changing water, scooping and cleaning tanks, holding and restraining both small and large turtles, weighing and measuring turtles, moving turtles, doing dishes and laundry, and cleaning and disinfecting the general facility.
- Work in coordination with the daily volunteer Team Leaders, Medical Leads and Medical Team, interns, and Water Team.
- Admit sea turtles to the sea turtle hospital. Conduct admission evaluations, collect biometrics and diagnostic information, record data in RaptorMed as well as paper charts, communicate findings with the Veterinarian(s), Rehabilitation Manager, and Executive Director, and implement veterinary orders.
- Collect diagnostic information, including temperatures, heart rates, respiration rates, bloodwork, and radiographs, to facilitate veterinary decision making.
- Provide basic non-surgical medical care to stranded sea turtles in rehabilitation. Calculate medication doses, administer medication and fluids by PO/SQ/IM routes, treat wounds, assist feed, remove hooks (when possible, by non-surgical means), provide physical therapy, provide cold laser therapy, and other treatments as needed.
- Cover and ensure medical coverage for weekends and holidays according to on-call schedule. Cover and ensure coverage for new turtle admissions after hours.
- Assist with transport of patients for off-site diagnostic procedures, as needed.
- Follow established animal husbandry and facility protocols, as well as federal and state permits, guidelines and regulations,
- Assist with maintaining inventory of medicine and supplies. Manage receipt of donated medicine and supplies.
- Maintain electronic medical records database of sea turtle patients using RaptorMed.
- Participate in monthly Team Leader and staff meetings.

Water Quality and Life Support Systems:

- Demonstrate safe and proper operation, maintenance and/or needed repairs of biological, mechanical, and chemical aquatic life support water filtration systems, in coordination with the Life Support Systems Coordinator. Currently includes ozone generation equipment, biological filters, carbon filters, UV sterilization, protein fractionators and heater/chillers.

- Perform routine LSS activities, including mixing salt water and setting up/operating/ removing temporary pumping systems, etc.
- Assist Life Support Systems Coordinator with performing routine water quality analysis on all systems. Conduct daily, weekly, and monthly tests to assess parameters including salinity, temperature, pH, nitrites, nitrates, ammonia, and coliforms.
- Maintain LSS daily system logs and records accurately.
- Provide coverage for Water Team volunteer members, as needed.
- Assist Life Support Systems Coordinator with other plumbing, LSS facilities upkeep, and maintenance projects, as needed.

Other:

- Give educational presentations to visitors, assist in the Gift Shop.
- Support the KBSTRRC mission by participating in sponsored programs and events.
- Participate in special projects such as assisting interns with projects.
- Assist the Executive Director, Board, and other staff with special projects such as large renovation and expansion projects.
- Assist the Medical Director, Rehabilitation Manager, Executive Director, and any other authorized researchers with clinically-applied research on sea turtles in rehabilitation.
- Other duties as required.

REQUIREMENTS:

- Willingness to represent KBSTRRC and contribute towards our mission.
- Must have a minimum of 1 years' experience working in an animal care position (cumulative volunteer and/or intern experience acceptable).
- Experience working with aquatic filtration systems is desired.
- Willingness to obtain AALSO Life Support Operator Level 1 certification within 1 year of hire.
- Must be able to calculate drug doses, perform medical treatments, follow established medical protocols, and collect diagnostic samples and data, after training period.
- Proficiency in internet and standard office computer software (MS Office, G-Suite).
- Must possess a valid driver's license.
- Must be available and willing to work Thursday, Friday, and Saturday shifts, with occasional after hours and holiday coverage required (as scheduled).
- Must demonstrate good written and oral communication skills.
- Must demonstrate ability to work well with others, including staff, board, & volunteers.
- Must have earned a Bachelor's degree in a related field.

ADA REQUIREMENTS:

- Standing on a concrete floor for an extended period of time.
- Sitting at a computer for an extended period of time.
- Physical exertion such as bending, crouching, stooping, stretching, reaching, or similar activities.
- Lifting of moderately heavy items such as sea turtles, tanks, boxes of medical supplies, boxes of salt, etc.
- Will be exposed to strong odors including cleaning products, seafood, and animal waste.
- Able to lift a minimum of 40 pounds.

DISCLAIMER: This job description indicates in general the nature and level of work, knowledge, skills, and other essential functions (as covered under the American Disabilities Act) expected. The Rehabilitation and LSS Assistant may be asked to perform other duties as required.