



Outpatient Care Manager (Wildlife Rehabilitation)

Established in 1979, Wildlife Rescue Association of BC is a leader in the rehabilitation of wild animals in the urban environment and is committed to educating the public on how to coexist peacefully with urban wildlife. We are BC's busiest wildlife rehabilitation centre, now with over 4,200 animal 'clients' a year and over 18,000 incoming phone calls to the Wildlife Helpline.

Located in the beautiful Burnaby Lake Park in Burnaby BC, we are a well-established environmental charity that offers its employees:

- A flexible work environment with room to innovate
- Robust employee benefit package
- Passionate and committed colleagues

We have an exciting opportunity for an Outpatient Care Manager to join us and help develop and inspire our team. This regular, full-time position will oversee the Outpatient Care Program that involves the coordination of wildlife rescues and transports, wildlife admissions, wildlife helpline operations, record keeping, communications and outreach, fund development and program development. Management of this program includes staff and volunteer supervision and supporting our volunteer training efforts.

Position: **Outpatient Care Manager (Wildlife Rehabilitation)**

Hours: **Full-time**

We want to hear from you if you have the following *essential* qualifications:

- Drive to develop yourself and your colleagues
- Excellent leadership skills
- Ability to excel in a fast-paced, dynamic team environment
- Excellent communications and relationship building skills
- Ability to easily prioritize tasks and manage multiple deadlines
- Strong organizational and time-management skills with attention to detail
- Experience or interest in community engagement and public outreach
- Experience in the daily supervision, training and education of volunteers and students
- Computer skills Word, Excel, and database programs
- Ability to work flexible shifts, including weekends and statutory holidays (no overnight shifts)

Our ideal candidate may have some or all of the following qualifications:

- A university diploma/degree in biological sciences
- Knowledge of native wildlife in BC, particularly the Lower Mainland region

- Experience in customer service or call centre
- Experience in the field of Wildlife Rehabilitation
- Experience of setting up standard operating procedures or protocols

Why Should You Apply?

- You love wildlife and care about human impacts on them
- You would like to work in one of the busiest wildlife rehabilitation centres in Canada
- You appreciate and want to fully participate in a culture of respect, social intelligence, and appreciation among staff and volunteers
- You enjoy a collaborative and philanthropic work environment with highly dedicated and enthusiastic board members, staff and volunteers
- We offer a vacation, sick, extended medical and dental benefits (after a successful 90 day waiting period)
- Salary is commensurate with qualifications and experience

Please submit your resume and cover letter in a single PDF file attention HR at, recruitment@wildliferescue.ca

Please be advised that only short-listed candidates will be contacted for interviews, but we would like to thank all applicants in advance for their interest.