



## Zoo Relief Keeper

**Salary:** \$15.00/hr.

**Type:** Part-Time

**Benefits:** No Benefits

**Closing Date:** Until filled

### About ABCD

The Arts, Business, & Culture Department is responsible for fostering Salisbury's thriving economic climate through supporting business, expanding economic opportunity, promoting artistic expression, hosting unique experiences, and maintaining regional attractions such as the Salisbury Zoo and Poplar Hill Mansion. By producing signature events, facilitating business incentives, and collaborating with stakeholders, this department strives to make Salisbury a place where arts, business, and culture intersect and flourish.

### Profile

**Profile Description:** Assist keepers in daily tasks to prepare food for animals; clean and disinfect specified animal exhibits; implements behavioral enrichment to enhance the animals' lives; recording accurate information regarding animal care professionally in electronic files on work computers. Patient and attentive support for animal health will be needed per instruction from Vet and Vet tech. Will perform other duties as assigned.

### Preferred Education

- High School Diploma or G.E.D.
- One year of experience working with large animals; or equivalent training, education, and/or experience

### Preferred Experience

**Preferred Experience:** Working knowledge of City policies and procedures, Act as a representative of the City of Salisbury to the public, Knowledge of zoological policies and practices regarding animal care and exhibit maintenance, effectively communicate with the public courteously and tactfully at all times, effectively communicate and maintain effective working relationships with other staff members and members of the public, Knowledge of safe animal handling procedures.

### How to Apply

**1 Visit [salisbury.md/apply](https://salisbury.md/apply)**

**2 Submit City application, cover letter, and resume**

### Requirements/Certifications

Work requires considerable physical effort in the handling of materials up to 80 pounds and/or continual standing or walking 60%+ of the time. The work involves risks or discomforts which require special safety precautions, e.g., working with animals, equipment and machinery and observance of traffic signals when driving. May require working in adverse weather conditions. Scheduled hours for work MUST include weekend day. (Saturdays or Sundays - Required)

Studies have shown that women and people of color are less likely to apply for jobs unless they believe they can perform every job description task. We are most interested in finding the best candidate for the job, and that candidate may come from a less traditional background. The City may consider an equivalent combination of knowledge, skills, education, and experience to meet minimum qualifications. If you are interested in applying, we encourage you to think broadly about your background and skill set for the role.

## City of Salisbury, MD

### Classification Description

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Classification Title: Relief Keeper

Grade:

Department: Arts, Business and Culture Department (ABCD)

FLSA Status: NE

Date: 6/20/23

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**Position Profile:** Assist keepers in daily tasks to prepare food for animals; clean and disinfect specified animal exhibits; implements behavioral enrichment to enhance the animals' lives; perform other duties as assigned.

#### **Duties and Responsibilities**

**Administration/Department Administration:** Animal Welfare: Will work with animal care staff for the overall well-being of the animal collection.

- Prepare diet for specified animals;
- Clean designated animal exhibits;
- Observe animals for odd behavior or illness;
- Perform behavior enrichment activities for animals as directed;
- Keeps supervisor informed of unusual or detrimental exhibit conditions;

**Skills Proficiency/Strategic Planning:** Follows policies for the organization that are division specific.

- Assists with facility maintenance as needed;
- Demonstrates ability to safely and efficiently utilize basic hand tools;
- Performs other duties as assigned.

**Leadership/Team Leader:** Provides best critical thinking and observation skills. Works with team and team leaders to provide the best environment for the animals and guests. Instills confidence and inspires action while maintaining accountability.

- Works with the Zoo team, which consists of a Collections Operations Manager, Zookeepers, Groundskeepers, Registrar, Education Curator, Veterinarian and Administrative Assistant.
- Collaborates with the teams of other City departments and stakeholder groups.

**Stewardship:** Embraces all of the missions of the Salisbury Zoological Park.

- Promotes and educates guests on how important the zoo is and its relation to the city and the zoological industry.
- Observes the animal collection and able to interpret what they observe.
- Work closely with the animal care, veterinary and maintenance staff.

**Development/Leadership Development:** Will be provided with opportunities to engage in leadership development and learn about career advancement.

- Attend opportunities and/or training for department staff to engage in professional development, career advancement and other City initiatives to improve interdepartmental relations, and increase the department's effectiveness and efficiency in serving the general public.
- Works on improving leadership skills by attending relevant meetings and trainings.

#### **Performance Expectations**

- **Communication:** Articulates thoughts and ideas clearly and effectively to exchange information. Listens to others and provides useful feedback.
- **Work Ethic:** Demonstrates personal accountability, effective work habits, integrity and ethical behavior.
- **Teamwork:** Works well as a part of a team through respectful and collaborative relationships with colleagues, customers, affiliates and stakeholder groups.
- **Problem Solving:** Improves, designs, refines, finds and invents criteria in order to resolve problems. This combines creative and critical thinking.
- **Initiative:** Takes charge before others do and/or without being instructed.

#### **Required Knowledge, Skills, and Abilities:**

- Working knowledge of City policies and procedures.
- Act as a representative of the City of Salisbury to the public.
- Knowledge of zoological policies and practices regarding animal care and exhibit maintenance.
- Effectively communicate with the public courteously and tactfully at all times.
- Effectively communicate and maintain effective working relationships with other staff members and members of the public.
- Knowledge of animal diet requirements.
- Knowledge of safe animal handling procedures.
- Follow written and oral instructions.
- Effectively prioritize and multitask with attention to detail.

#### **Education and Experience**

- High School Diploma or G.E.D.

- One year of experience working with large animals; or equivalent training, education, and/or experience

**Physical Requirements**

Work requires considerable physical effort in the handling of materials up to 80 pounds and/or continual standing or walking 60%+ of the time.

The work involves risks or discomforts which require special safety precautions, e.g., working with animals, equipment and machinery and observance of traffic signals when driving. May require working in adverse weather conditions.

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The above job description is not intended as, nor should it be construed as, exhaustive of all responsibilities, skills, efforts, or working conditions associated with this job.

Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this job.