



Animal Care Assistants

August 2021

Do you have a passion for helping animals?

JSPCA Animals' Shelter has an opportunity for animal care assistants to join its small and dedicated Kennels Team looking after the companion animals in their care. The team works collaboratively with colleagues across the organisation to provide an efficient, professional and compassionate caring service for homeless and stray dogs, cats, ferrets, rabbits and rodents leading to successful rehoming, and cat boarding services throughout the year.

On the job training will be provided by experienced members of our team, but experience with and a love of animals will be a distinct advantage.

You will need to:

- Demonstrate a genuine passion for animal welfare
- Possess and/or develop knowledge of animal care needs, animal behaviour and training
- Be able to follow instructions and established protocols and take responsibility for getting things done within agreed parameters and timeframes
- Be able to complete necessary paperwork
- Have an understanding of, and ability to deliver, good hygiene and cleanliness standards
- A caring & empathetic nature enabling effective interactions with animals, clients and staff
- Be a good team player and develop good working relationships
- Have the ability to work independently
- Be a good communicator
- Be physically able to manually handle animals of all shapes and sizes
- Hold a full, clean manual driving licence (desirable but not essential)

Contract terms:

- Roles may be offered on a permanent full-time (40-hour week) basis or other part time or fixed term contract basis as may be agreed
- You should ideally hold Entitled or Entitled to Work status
- There will be a probationary period of 26 weeks
- You will work to an agreed departmental two-week rolling rota. The normal working week of the JSPCA Animals' Shelter is 40 hours.
- Weekend and Bank Holiday working will feature, as may late night working in the summer months.
- A full-time starting salary of £ 19,179 per annum (equivalent to £9.22 per hour)
- Annual leave commencing at 20 days leave per annum, increasing with length of service.

How to Apply:

To apply for this position, please forward the following:

1. a completed **Recruitment Application Form**
2. a **Curriculum Vitae** if you have one
3. a **supporting covering letter**, marked private & confidential, explaining why you are interested in the role to: Allison Soulsby, HR Manager, JSPCA, 89 St Saviour's Road, St Helier, JE2 4GJ

Closing date for Applications

Tuesday 18 October 2021

Please let us know if you have any dates/times that you can't make for an interview.

About the JSPCA

The Jersey Society for the Prevention of Cruelty to Animals (JSPCA) is an independent charity, founded in 1868 with the aims of preventing cruelty, promoting knowledge, and providing for aged, sick, lost and unwanted animals in Jersey.

Our St Saviour's headquarters were founded in 1913 by Frances Elizabeth Wilson. In 1924 Frances and her sister Charlotte bought 95 St Saviour's Road and four years later gave the property to the Animals' Shelter. In the contract it stated that the property was to be used exclusively to maintain and develop the cause started by Frances and Charlotte, to be used as a temporary shelter for all domestic animals that may have been injured, sick, lost or abandoned and to also provide veterinary treatment when necessary.

Our headquarters at 89 St Saviours Road was purchased in 1931. Known as Coie Manor Farm and dating back to the 18th century, this property provided the Animals' Shelter with much more space and land.

In 1936 the Jersey Society for the Prevention of Cruelty to Animals (JSPCA) & Animals' Shelter amalgamated.

The JSPCA are governed by a Committee operating under a constitution. The Chief Executive Officer is accountable to the Committee.

Our funding is self-generated through activities such as boarding activities, membership, retail sales fundraising activities, donations and legacies etc.

We have approximately 35 staff and are fortunate to have committed and enthusiastic volunteers who give their time generously to help with our work and fundraising activities.

Our Services

The JSPCA Animals' Shelter provides a large range of services in the field of animal care and welfare, offering help and advice for all members of the public. These services include:

- 24-hour ambulance service
- Lost and found service
- Rehoming
- Assisted Veterinary Care Clinic
- Foster Animal Scheme
- Cat Boarding Facility
- Rescue and Rehabilitation of injured wildlife
- Education
- Pet Crematorium and Cemetery
- JSPCA Bereavement Service

Further information

www.jspa.org.je