



8/2021

## ASSISTANT CURATOR

The Buffalo Zoo is seeking a dynamic, enthusiastic, and knowledgeable Assistant Curator to oversee and lead multiple areas of the Zoo's animal care department. To apply: please send resume, cover letter and salary requirements in **Word document or PDF** to:

[zooapplications@buffalozoo.org](mailto:zooapplications@buffalozoo.org)

(see below for details). Position is open until filled. No telephone calls please. For more information about the Buffalo Zoo, please visit our website by the following link: <http://www.buffalozoo.org>

### **The Buffalo Zoo**

Originally conceived as a deer park in the northeast corner of Frederick Law Olmsted's Delaware Park, the Buffalo Zoo was established in 1875 making it the third oldest zoo of its kind in the United States. In 1973, operational responsibilities for the Zoo were turned over from the City of Buffalo to the Society. Since 2000 more than \$50 million worth of capital improvements to exhibitry and infrastructure have been completed. Today, the Buffalo Zoo is a regional leader in inspiring visitors to respect, protect and restore natural habitats for wildlife. We promote wildlife conservation through animal encounters, engaging educational experiences and participation in regional and international programs for endangered species.

### **Basic Purpose and Responsibilities:**

Reporting to the Curator of Animal Operations, the Assistant Curator is responsible for coordinating the daily operations of multiple animal areas of the Zoo's animal care department. These duties include the daily care and husbandry of the animal collection, the functional efficiency of the department and supervision of the animal department staff. The Assistant Curator position is responsible for supervising, mentoring, and evaluating interns, Apprentice Keepers, Zookeepers levels I - III, and Team Lead Zookeepers in assigned areas.

### **Essential Functions:**

- Manage day-to-day animal care logistics and operations in assigned areas to provide uncompromising animal care and wellbeing for the animals and high engagement and satisfaction for guests. This includes ensuring that all animal care husbandry routines meet or exceed industry and government standards and that all Zoo guidelines and protocols are being followed. Exhibits, holding, and back of house areas should be clean and presentable at all times. Must be able to train animal keepers in daily husbandry, care, and welfare of assigned animals/areas.
- Under the Direction of the Curator of Operations and/or the Chief Zoological Officer, this position helps manage personnel (i.e. interviews, gives input on hiring, writes/ delivers performance evaluations, writes/ delivers disciplinary actions, etc.)
- Conducts weekly team and department meetings as directed.
- Under the direction of the Curator of Animal Behavior and Welfare, supervises and coordinates implementation of enrichment, welfare improvement initiatives, and operant conditioning programs with Team Leads and keepers in assigned areas.
- Position is considered "Essential/Mandatory Staff" and may be required to work on adverse weather days and during emergencies.
- Supervises guest engagement activities to ensure safety and high-level guest engagement.

- Ensure assigned teams are reporting animal medical issues to the veterinary department in a timely manner and following all proscribed treatment plans. Participate in the scheduling of routine physical exams, medical procedures, and other preventive or treatment procedures to ensure health of the animals.
- Oversee supply acquisition and inventories to ensure that essential materials, supplies, equipment and food supply are available for assigned areas.
- Help to oversee and train Zoo staff on all emergency protocols, scheduling safety drills, coordinating the Emergency Response Team, and maintaining inventory of emergency and personal protective equipment.
- Lead both weapons team and recapture team responses as needed. Must be able to or willing to learn how to shoot rifles, shotguns, capture dart guns and operate other emergency equipment as required and/or directed to assist in the animal escape and recovery plan. Must be able to calmly respond to emergency situations.

**Position Qualifications:***Education (Minimum Needed):*

- Minimum two year Associates Degree in one of the natural sciences or closely related field plus experience.
- Comprehensive knowledge of behavioral management, including operant conditioning philosophy, techniques and terminology, as well as knowledge of benefits and goals of environmental enrichment preferably obtained through classes, workshops, and other formal learning environments.

*Experience (Minimum Needed):*

- Must have knowledge of animal husbandry, preferably with at least five years' exotic animal care experience at an AZA-accredited facility. Diversified experience in the husbandry and management of an exotic animal collection is preferred.
- One to two years' leadership experience at an accredited AZA institution preferred.
- Must have the ability to motivate, lead, and coach a team. Must be a capable leader/manager and an effective role model that can create a supportive, fun, team environment.

*Special Skills:*

- Familiarity with design and operation of freshwater and salt-water aquatic life support systems for a variety of taxa including marine and aquatic mammals, birds, reptiles, and fish is helpful.
- Experience with firearms and physical animal restraint equipment, vehicles and related maintenance equipment is a plus.
- Must be able to provide and accept crucial, productive feedback. Able to provide mentorship and guidance for keepers and animal area volunteers including ownership of process, organization and communications.
- Working knowledge of personal computers and software applications (e.g., MS Word, Excel, Power Point, and Outlook email and Google DOCs); be able to produce needed reports and summaries; ability to enter accurately/audit animal daily reports using Species 360 ZIMS.

*Other:*

- Assistant Curator will be on 24-hour call. May be required to work evenings, weekends, and holidays.
- TB Test conducted annually.
- Be organized and exhibit "follow through" on tasks and goals.
- Display a positive attitude, demonstrate presence and self-confidence.
- Must possess or be able to obtain within 30-days of employment a valid New York State driver's license and have an average or better driving record based on the evaluation process of our insurance company. Retention of position is contingent upon maintaining required license.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

A large percentage of duties are performed outdoors in various weather conditions, ranging from rain, wind, cool to cold weather, and extreme heat and humidity. It is possible the employee will be exposed to dust and harsh chemicals that if not handled properly may present a health hazard. The noise level in the work environment is usually moderate.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands; reach with hands and arms; stoop, kneel, crouch, or crawl and talk or hear. Use computer hardware and software for extended periods of time (repetitive motion). Sitting for long periods of time. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and ability to adjust focus.

A fitness for duty test will be required in order for the successful candidate to be given further consideration for the position.

**Compensation and Benefits:**

This is a full-time, exempt position. Salary is commensurate with experience. Some of the benefits available include health plan, life insurance, long term disability, dental, vision, 403B retirement plan, annual leave time, holiday time, and sick time. Benefits are available after the successful completion of an introductory probation period of 60-days of work. Sick time available upon hire.

The Buffalo Zoo is an At Will employer and all Buffalo Zoo employees are subject to employment eligibility and background security checks as well as testing for illegal substance use as allowed by law.

*Equal Opportunity Employer*