



Position: Program Support Personnel

Location: Kendalia, TX

Website: www.wildlife-rescue.org

Apply to: WRRapplication@wildlife-rescue.org

Job Type: Full-time; Seasonal

History: Established in 1977, Wildlife Rescue & Rehabilitation (WRR) receives over 6,000 wild animals per year for rehabilitation and release as well as providing permanent sanctuary for more than 600 resident non-releasable indigenous wildlife, non-native wildlife (large mammals, primates, reptiles and birds) and farmed animals. Wildlife Rescue is located on 212 acres in the beautiful Texas Hill Country, near Austin and San Antonio.

Description: Program Support Personnel assist the animal caretaking and administrative staff of WRR in the general facility maintenance, sanitization, daily tasks and projects that are required to maintain the highest quality of life for animals in rehabilitation and sanctuary. Program Support staff work alongside animal caretakers in the course of their daily responsibilities; however, this role does not include hands-on care or handling of any animals. This role is essential for the daily functioning of WRR and will require a great deal of dedication, responsibility, and personal motivation to complete tasks with minimal supervision. This position requires the ability to work long hours, stand for extended periods, bend, stretch, and lift up to 50lbs, and to work in all weather conditions. Shifts will include evenings, weekends, and holidays.

Position Duties and Responsibilities:

- Diet Preparation for animals in sanctuary
- Transportation of donations of produce, supplies, and other items to the Kendalia and San Antonio locations
- Facility cleanliness and sanitation including washing dishes, cages, and laundry
- Assisting with the cleaning of enclosures both inside and outside the rehabilitation hospital
- Assist with landscaping and grounds maintenance
- Other duties as assigned

Requirements:

- Education: High School Diploma/GED or comparable skill set obtained through experience.
- Must have excellent organization and time management skills
- Possess a strong personal work ethic, positive attitude, and have a high level of integrity. Dependable, willing to learn, and work independently and as a member of a cohesive Animal Care Staff
- Valid driver's license and a clean driving record are required
- Attendance: Must maintain regular and acceptable attendance at such level as is determined in the employer's sole discretion.

Compensation:

Salary is \$11.00/hour, plus benefits (WRR will pay 50% of your monthly insurance premium).

Persons interested in applying for this position should send a resume, cover letter, and two professional references to (email preferred):

Wildlife Rescue & Rehabilitation, Inc.

Attn: Chief Administrative Officer

P.O. Box 369

Kendalia, TX 78027

Email: WRRapplication@wildlife-rescue.org

Phone: (830) 336-2725 x307

Fax: (830) 336-3733