

## Senior Veterinary Technician - ECC Supervisor Tufts University

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Posted Oct. 8, 2024, set to expire Feb. 20, 2025

<b>Job Title</b>	Senior Veterinary Technician - ECC Supervisor
<b>Department</b>	
<b>Institution</b>	Tufts University Medford, Massachusetts
<b>Date Posted</b>	Oct. 8, 2024
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Professional Staff
<b>Academic Field(s)</b>	Agriculture/Animal Care
<b>Job Website</b>	<a href="https://jobs.tufts.edu/jobs/21002?lang=en-us&amp;iis=Job+Board&amp;iisn=AcademicKeys">https://jobs.tufts.edu/jobs/21002?lang=en-us&amp;iis=Job+Board&amp;iisn=AcademicKeys</a>
<b>Apply By Email</b>	
<b>Job Description</b>	

### Overview

The Emergency and Critical Care Section provides high-quality service to the Small Animal Hospital for emergency and critical patients. In addition, this section creates a positive learning experience for Cummings School students and house staff with regard to small animal emergency and critical care medicine and supports the training of specialized ECC technicians.

### What You'll Do

The Senior Veterinary Technician in ICU is responsible for assisting the Hospital Administration and ECC Faculty Service Leader in directing the daily function and smooth operation of the Small Animal ICU Service serving a supervisor. This position ensures that high-quality technical assistance will be provided to all patients presented to the service as well as providing excellent customer service to clinicians, residents, interns, and students. Technical duties include caring for critical and emergent patients hospitalized in the ICU, teaching, and assisting veterinary students in correct technical procedures; ensuring that support staff stay abreast of new techniques and

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are capable of effectively training veterinary students; and promoting quality service to all ECC customers. Administrative duties include the coordination and scheduling of technical staff to meet the needs of the Service for critical and emergency cases in the Small Animal Hospital. This position recommends changes and makes proposals for cost-saving improvements which will enhance the production and operation of the ECC Service. This position will promote, facilitate, and develop a team spirit and productive workforce among the ECC technicians. This requires frequent, clear communication with the Inpatient Hospital Operations Manager, Faculty Service Leader and ER Senior Technician.

Essential functions as a Veterinary Technician Supervisor, Sr Vet Tech you will:

### Supervision:

- Supervise daily work performance of veterinary ECC technical staff, including veterinary assistants and Animal Care Attendants.
- Collaborate with ER Senior Technician and Shift Leaders to productively address and meet the needs of the hospital with respect to quality of technical assistance, work schedules, and hospital maintenance.
- Conduct semi-annual and annual performance evaluations of veterinary technicians.
- Interview, hire, and coordinate training of all new employees to ensure compliance with established protocols, policies, and procedures of the Section.
- Effectively lead and motivate ECC staff. Promote quality services to internal customers.
- Assess Service needs, recommend changes, and make proposals for cost-saving improvements and efficiency in daily departmental operations.
- Participate in monthly Supervisor's meetings and inpatient technical service meetings and network with peers in other veterinary school hospitals.
- Maintain a sound knowledge, compliance and implementation of University and departmental standard operating procedures.

### Technical Duties and Teaching:

- Provide specialized critical nursing care for ICU cases. This includes prevention of, or recognition and treatment of multitude of emergency cases and disease processes.
  - Must have thorough understanding of mechanical ventilation, CPR, pharmacology, and transfusion medicine.
  - Must be able to calculate and administer CRIs when directed by the veterinarian in charge.
- Organize and participate in emergency holiday schedule.
- Organize, schedule, and direct work of the ICU technicians.
- Be knowledgeable of the Service's equipment and know how to properly maintain and troubleshoot them.
- Provide training and guidance to new technicians and student technicians through coordination with ER Senior Technician and Shift Leaders.
- Provide quality assistance for clinical, academic, and research applications--daily and as needed.
- Provide service to patients and communication to co-workers, students and clients that are consistent with our hospital's standards of minimizing fear, anxiety, stress, and pain in our patients.

### Administration:

- Shared budgetary management of ECC Service with Faculty Service Leader including monitoring and processing the purchase of equipment, supplies, services, and repairs (daily).
- Requisition, maintain, and oversee inventory of controlled drugs and supplies of Service.
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- Generate budget calculations, projections, and requests annually. Review weekly timesheets for all technicians in the Service.
- Manage overtime allotment for Service.
- Recommend merit raises for direct reports.
- Manage equipment service contracts and repairs.

Other:

- Miscellaneous duties and projects as assigned by Section Head and/or Hospital Administration.

### What We're Looking For

#### Basic Requirements:

- Knowledge and experience as typically acquired by: Graduate of accredited veterinary technology program or degree in related field
- Three (3) years as a Certified Veterinary Technician
- CVT
- Required computer/technical skills: Word, Excel, Power Point
- Ability to lift up to 50 lbs. with or without accommodation

#### Preferred Qualifications

- (3+) years of related experience
- Previous experience as a supervisor, experience in a veterinary teaching hospital, human resource management skills, excellent communication and interpersonal skills, and high emotional intelligence.
- Advanced technical ability and strong knowledge of emergency and critical care.
- VTS (ECC) certification or certification-eligible.

### Pay Range

Minimum \$32.40, Midpoint \$38.50, Maximum \$44.70

Salary is based on related experience, expertise, and internal equity; generally, new hires can expect

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pay between the minimum and midpoint of the range.

**Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**

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