



Zoo Team Leader: Recommend Grade I (Same as both the Parks & Cemetery Team Leaders)

- Zoo crew daily operations supervision / Plans and makes work assignments
- Zoo keeper staff oversight
- Staff scheduling
- Operating budget oversight
- Vet coordination
- Contractor onsite coordination and oversight
- Permitting: USDA, DNR, Health Dept. etc.
- Oversees ordering and procures food and supplies and preparation of nourishment for animal diets
- Oversees record keeping of expenses and tracking payable documentation
- Oversees necessary records regarding animal care
- Oversees daily building clean up, maintenance, and ground maintenance
- Makes planning and budgeting recommendations to Division Manager
- Oversee animal welfare and husbandry
- Oversee education and event operations
- Supervises site-specific training and prepares all related documentation and safety equipment for student interns, part-time, seasonal employees
- Performs any of the work duties of the Animal Zookeeper and Education Zookeeper
- Recommends hiring, discipline, suspension or discharge, if warranted, to the Division Manager
- Oversees researching maintenance and acquisition of new animals and exhibits
- Oversees Zoo web page and Facebook maintenance
- Oversees security of buildings and grounds at the Zoo

Animal Zookeeper: Existing Grade H

- Performs routine husbandry of captive wild and domestic animals
- Recommends changes to improve animal care and work methods
- Assists with ordering and procures food and supplies and preparation of nourishment for animal diets
- Assists with site-specific training and prepares all related documentation and safety equipment for student interns, part-time, seasonal employees
- Assists with Vet coordination
- Assists w/ Permitting: USDA, DNR, Health Dept. etc.
- Performs record keeping for all animal care
- Assist in researching maintenance and acquisition of new animals and exhibits
- Performs building clean up, maintenance, and ground maintenance
- Assists security of buildings and grounds at the Zoo

Education Zookeeper: Existing Grade H

- Develops, teaches, promotes interactive and educational programming within the zoo facility in addition to other facilities
- Interacts with visitors to educate them in animal husbandry, increase awareness that zoos play within parks and animal conservation
- Directs volunteer groups at the zoo
- Creates special events and works with Zoo Society in coordinating events
- Performs routine husbandry of captive wild and domestic animals
- Assists in food preparation and feeding
- Performs building clean up, maintenance, and ground maintenance
- Performs web page and Facebook maintenance
- Assists security of buildings and grounds at the Zoo