



Title: Chief Medical Officer

Position Summary: The Chief Medical Officer (CMO) will follow the core responsibilities of the Shelter Veterinarian position while providing strategic leadership and oversight of all aspects of veterinary care for the Animal Rescue League of Berks County's shelter animals and community patients. The CMO will oversee and direct the veterinary team to ensure the delivery of high-quality, compassionate, efficient, and medically sound care that aligns with the Animal Rescue League's mission, best practices, and core values.

We are seeking a veterinarian with a strong passion for community medicine and increasing access to high-quality, affordable veterinary care. The CMO will play a key role in developing and expanding a comprehensive spectrum of veterinary services for the public, including high-volume, high-quality spay/neuter surgery, wellness and preventive care, and vaccine appointments. The CMO will help ensure that these services are accessible, efficient, and responsive to the needs of the community while maintaining high standards of patient care.

In addition, the CMO will oversee and support the Medical/Clinic Manager and veterinary team, provide medical leadership and mentorship, and manage clinical decisions across shelter and public-facing services. The CMO will work collaboratively with organizational leadership to advance medical programs, improve quality and efficiency, and expand the Animal Rescue League's impact on both shelter animals and the broader community.

Supervisor: Chief Executive Officer

ARL Culture:

Working at the ARL requires a positive attitude and high emotional intelligence. We have an inclusive, mission-driven, people-first culture of compassion in adherence with our organizational values (www.berksarl.org/values) and the animal-sheltering industry's human-animal support services model (www.humananimalsupportservices.org). Advocacy of the ARL and animal welfare as it relates to animal sheltering is central to organizational goals and community/stakeholder conversations.

Staff members at all levels are expected to be ARL mission ambassadors. This person will be devoted to assisting the organization accomplish the necessary philanthropic duties that will assist in raising funds and spreading positive awareness of the organization to the community. These duties include, but are not limited to:

- Providing needed information for stories and promotions.
- Ensuring the needs of the animals and public are met whenever possible.
- Assisting with events or fundraising as needed.

Duties and Responsibilities

Medical and Surgical Care:

- Provide leadership and direction for the daily medical and surgical care of animals.
- Triage and stabilize ill and injured animals and diagnose and treat a wide variety of medical conditions with a particular focus on infectious diseases.
- Serve as internal expert at disease recognition and develop treatment plans for the animals.
- Assist with development and implementation of disease prevention programs both in the shelter and Medical Center.
- Interpretation of laboratory data and radiographs
- Discuss medical findings/recommendations with staff in a manner that fosters common understanding of medical terminology and allows easy communication with the public regarding an animal's medical history
- Recognition and documentation of cruelty cases, including necropsies, preparation of veterinary statements, and expert witness testimony
- Monitor patients and multi-task veterinary requests made by other departments.
- Administration and monitoring of anesthesia
- Handle a wide variety of animals effectively and in a humane manner including but not limited to cats, dogs, and small animals
- Treat animals with care and respect, providing compassionate, low-stress patient care to all patients utilizing Fear Free guidelines
- Oversee all aspects of veterinary care including physical examination, diagnostics, treatment recommendations and delivery, prescriptions, and discharge information
- Provide compassionate high-quality preventive and primary medical and surgical care to patients
- Perform high volume spay/neuter, comfortable with pediatric procedures
- Perform additional non-spay or neuter surgeries as required including, but not limited to dentistry, soft tissue (e.g., enucleation, foreign body removal), and orthopedic surgery (e.g., limb amputation, FHO)
- Assist in placement and euthanasia decisions when needed
- Necropsy examinations of deceased animals when required
- Direct medical technicians and assistants in the daily performance of their duties as it specifically relates to veterinary medicine
- Employ exceptional time management skills when in appointments and surgery

Management/Strategic Oversight

- Manage/oversee the treatment plans of all animals in shelter under medical observation or treatment

- Ensure all veterinarians are working harmoniously and practicing the same medicine and philosophies
- Develop, with the CFO, all annual medical center budgets (both shelter medical and surgery center) and ensure financial targets are being met
- Create and annually update medical protocols as well as liaise with operations and shelter medical leadership to ensure continuity of all relevant shelter protocols
- Stay abreast of national shelter best practices and ensure that ARL is not only in compliance, but at the forefront of progressive changes
- Represent the ARL at conferences, collaborations, with donors, and other presenting opportunities in a professional and positive manner.
- Oversee/manage the following direct reports: the Clinic Manager and any other fulltime, part time, and/or relief veterinarians.
- Designated as the ARL Veterinarian of Record
- Ensure efficient pathways for shelter animals in collaboration with operations, minimizing the time they spend in our care
- Develop, implement and evaluate life-saving medical projects that can increase lifesaving efforts
- Participate as an active member of the senior leadership team by aiding in the direction and growing of the organization's mission
- Collaborate and communicate effectively and appropriately cross departmentally
- Oversee and mentor any veterinarians who are shadowing, interning, or volunteering at the ARL to ensure they are following the organizations' best practices and growing their skillsets.

Customer Service:

- Communicate respectfully with clients and be able to relay important medical information about patients within a timely manner
- Discuss examination and medical test results with owners to allow owners to make informed choices for the medical care of their pets
- Counsel owners about end of life and other sensitive medical care decisions when needed
- Always represent the ARL in a professional and courteous manner
- Follow all written and verbally communicated departmental Standard Operating Procedures
- Interact effectively and politely with a variety of people in all types of situations
- Evaluate problems accurately and display good, sound judgment when working without supervision and under emotional stress
- Work effectively, both independently and in a team environment, in an atmosphere of multiple projects, shifting priorities, and deadline pressures.
- Present a neat, clean, and professional appearance, and wear a uniform while on duty

Administrative:

- Document all exam findings, test results, and treatment recommendations on medical records prior to the end of each working shift
- Oversee controlled substances use and logging with the assistance of the medical leads, supervisor, and manager
- Keep current in the veterinary field (read journals and attends seminars) and maintain awareness of new products and pharmaceuticals
- Conduct department, team, or individual meetings at regular intervals or as required

Skills and Requirements:

- DVM, VMD, or equivalent degree
- DEA license, or ability to obtain DEA license
- Licensure in PA to practice veterinary medicine
- USDA Accreditation preferred or willingness to become accredited
- Set the tone for professionalism and performance expectations within Medical Department
- Convey ideas, concepts, policies, and procedures to staff, as well as ensuring their understanding and compliance
- Stay up to date on the most current shelter medicine protocols recommended by UC Davis
- Must have a passion for the mission of ARL
- Previous clinical experience, particularly in shelters, preferred but not required
- Strong surgical and diagnostic skills
- Interest in and understanding of shelter medicine, epidemiology, and herd health
- Good written and oral communication skills
- Critical thinking and problem-solving skills, able to multi-task and prioritize
- Dependable, reliable, and efficient
- Must have a valid PA driver's license
- Must be able to lift at least 50 pounds, stand for prolonged periods of time, and perform multiple surgeries daily
- Basic familiarity with computers, MS Office and database experience

Work Environment:

- The employee will regularly be exposed to the following: potentially zoonotic diseases (including rabies), large animals, wildlife, loud noises (e.g. barking dogs), and odors
- Examination, restraint, and treatment of a high volume of animals is physically and emotionally demanding
- Euthanasia is performed in the facility and assisting with best practice euthanasia is a specific job task for this position

Overtime: This position is exempt from overtime.

Note: This job description is not intended to be all-inclusive. Employees may be required to perform other related duties to meet the on-going needs of the organization.

Animal Rescue League is committed to being an Equal Opportunity Employer, and does not discriminate because of race, color, creed, gender, religion, national origin, disability, age, pregnancy, genetic predisposition or carrier status, marital status, citizenship status, or sexual orientation. Accommodations will be provided to qualified individuals requiring them. EOE/M/F/D/V/SO.

I acknowledge that I have read and understood the above job description in its entirety and am capable of performing all of the stated requirements.

Employee Signature

Date

Director of Human Resources Signature

Date