

MEDICAL DIRECTOR



The Anti-Cruelty Society

www.anticruelty.org

Location: 157 West Grand Avenue
Chicago, IL 60654

Reports to: Vice President of Quality and Best Care



ABOUT THE ANTI-CRUELTY SOCIETY

The mission of The Anti-Cruelty Society is to build a healthy and happy community where pets and people thrive together. As The Anti-Cruelty Society approaches the 125th anniversary of its founding, Tracy Elliott, President and CEO of the Society, has drafted Imagine 125, which ensures that the Society will utilize the Best Resources in the Best Place to achieve the Best Care for all animals in its shelter as well as in the community. For 122 years, The Anti-Cruelty Society has been sheltering homeless animals, providing low-cost veterinary services,

fighting animal cruelty and neglect, and offering programs to address the needs of animals and people in their community. The Society relies on donations from individuals, foundations, and corporations to maintain its operations. It is not a government agency, nor is it a part of any national organization. Since 1899, the Society has been dedicated to providing only the highest quality of care for everyone it serves, animals and people alike. They are a team of experts—skilled, caring and compassionate people dedicated to the mission.





BACKGROUND

The veterinary services staff of The Anti-Cruelty Society provides the highest quality of care to the resident animals, the patients of the low-income clinic, pets who need spay/neuter surgeries and animals visiting the community wellness clinics. Although the pandemic had a significant impact on the services that could be offered to the public, the staff continued to do a yeoman's job of caring for the animals that came to the shelter. All animals receive a preliminary exam, all required vaccinations as well as a spay/neuter procedure if needed. Further, if there is a specific procedure that the staff does not have the capability of performing at the clinic, they will call upon private veterinarians

in the community to assist with these difficult cases. Unfortunately, due to Covid, the spay/neuter surgeries for the general public were curtailed as were the appointments for the low-income clinic. However, it is planned to not only start these surgeries and appointments again but also to expand and increase the number of clients that are seen each week by the veterinary staff. Another very important service performed by the veterinary staff is the community Wellness Clinics. Approximately 15-20 clinics are held during the year, vaccinating, micro-chipping, setting up spay/neuter surgeries and providing veterinary advice to 50-70 dogs a visit. Cats are not yet part of this program.

One of the more difficult yet necessary programs is the End-of-Life service provided to pet owners whose animals need to be euthanized. Under the expert direction of the veterinarians, the owners can feel secure knowing that their animals are being handled in the most loving manner and the most protected environment.

The Anti-Cruelty Society also provides Trap-Neuter-Release (TNR) for the lowest price in the Chicagoland area (\$15), so as to make more of an impact for community cats. The field service department is also expanding services to include community TNR assistance. It is the hope that in the future, the Society can partner with more volunteers to assist with TNR.



THE OPPORTUNITY

This is an exciting and unique opportunity for the qualified veterinarian. Once again, the Imagine 125 initiative will include many opportunities for expanding veterinary care into the communities in Chicago where assistance is needed the most. Expanding these services will guarantee that the people of Chicago's animals receive excellent veterinary care in neighborhoods where there is little or no affordable services at this time. The Medical Director working alongside the President and the Vice President of Quality and Best Care and will plan and execute a broad range of ideas to reach this vulnerable population. No idea is too grand, and no concept will be turned away without careful consideration and thought. The Anti-Cruelty Society Board with staff will be planning and discussing options in the near future.

As stated above, there will be a strong emphasis on providing high volume, high quality spay/neuter surgeries once again, with an expanded schedule so as to reach further into Chicago's communities. The Medical Director will have the chance to help develop this program as well as increasing the number of appointments for economically disadvantaged clients in the clinic. The Medical Director will also be responsible for engaging and establishing relationships with private veterinarians in order to create a network of professionals the Society



can call upon when specialty procedures are needed.

Another new program that is currently being initiated is that of the Traveling Veterinarian. In conjunction with three other humane societies in the Chicago-land area that cannot afford a full-time veterinarian, the Traveling Vet under the direction of the Medical Director, will spread his/her time among these humane societies providing care and services that are not available at the shelter. Similar in nature to that of a temporary agency, the Traveling Vet will be on call when a partner shelter needs a veterinarian for a particular period of time either to cover an unexpected intake of animals like a hoarding situation, or a maternity leave or just to contract for specific hours of services each week.

The Medical Director will also be instrumental in creating a network of regional veterinary schools to encourage students to intern at the shelter and hopefully, leading many

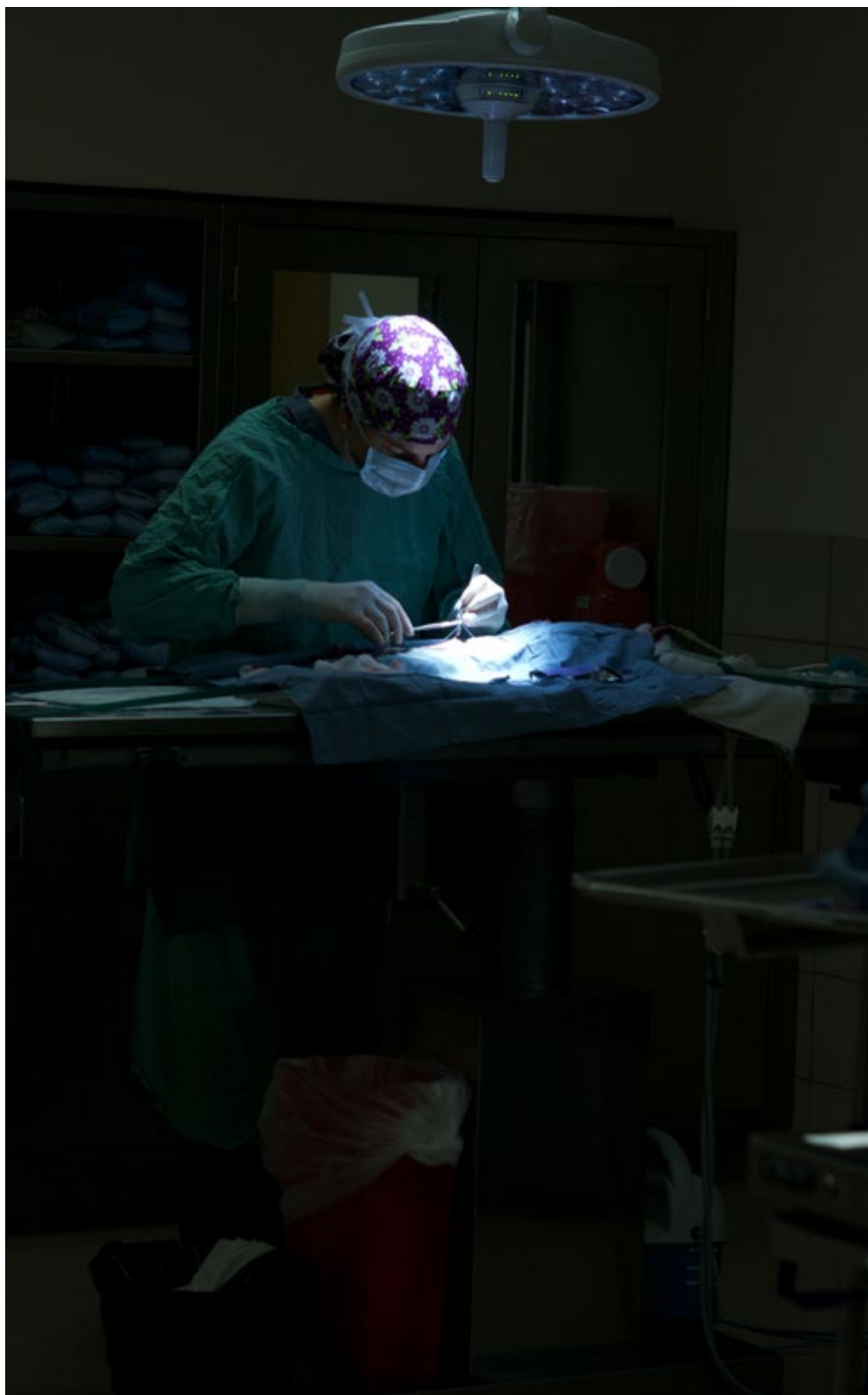
of these young people into the field of shelter veterinary medicine.

The upcoming years at The Anti-Cruelty Society are going to be ones of dramatic growth, expansion, and activity. Again, under the thoughtful and insightful direction of President Tracy Elliott, the work of the Society will be far-reaching, impactful, and aggressive. The Medical Director will be an integral part of the team to build and expand the veterinary services throughout the community. She/he will be able to provide insight, knowledge and experience on what services are needed in these parts of the city as well as what new procedures and protocols should be undertaken in the shelter. Implementing these improvements at the Society will be two significant and exciting challenges for the new Medical Director. Structure, balance, and priorities will be matters the new Medical Director will need to address so as to have an effective and efficient operation.

THE POSITION

Reporting to the Vice President of Quality and Best Care, the Medical Director oversees the medical and surgical practices of the shelter animals, the animals visiting the low-income clinic and those attending the Wellness Clinics. The Medical Director will lead a staff of six staff veterinarians and will have 3 veterinary assistants assigned to assist him/her. The entire clinic staff also includes the Clinic Senior Director, a Clinic Manager, 15 veterinary assistants and 4 clinic receptionists. The Medical Director will oversee the clinic budget of \$1.5-2M. In conjunction with the Clinic Senior Director, the Medical Director is responsible for the complete oversight and management of the veterinary services for the Society.

The Medical Director will be clinically skilled, able to handle challenging medical conditions and will be very comfortable with working with a diverse population. The Medical Director will be an excellent communicator who can deliver difficult messages compassionately to people under stressful and emotional situations. This person will be able to think strategically and set direction for new initiatives. This person will be experienced in leading and inspiring teams and can take direction but needs little oversight. In short, this person needs to fully embrace the mission and vision of The Anti-Cruelty Society.





CORE COMPETENCIES

LEADERSHIP

- Uphold the PETS Work Culture Agreement through Praise, Engagement, Trust, and Support.
- Offer leadership to the staff of the veterinary services in all its activities. Provide direction toward the achievement of the Society's mission, philosophy, and strategy, provide guidance, coaching, mentoring, stability, support and collaboration to a staff of talented professionals.
- Implement long-range and strategic plans and ensure that the goals and objectives are met.

- Implement protocols, policies and procedures for veterinary services and continually oversee that they are being applied on a daily basis.

- Respond to all feedback about the medical care given to an animal in the Clinic in a caring manner, and resolve it in an appropriate way.

ADMINISTRATION AND MANAGEMENT

- In consultation with clinic veterinarians, follow the established guidelines concerning the range of services offered to animals under the care of the Society, including

outpatient services, shelter animals and community animal events.

- In conjunction with the Vice President of Quality and Best Care, recruit, train, and develop Clinic Veterinarians. Meet regularly with Clinic Veterinarians to review policy and procedures so as to ensure consensus among the staff. Prepare annual performance evaluations and make salary recommendations.

- Schedule Veterinarians so as to assure that all clinic and shelter needs are met.

- Establish Low Stress handling protocols for all clinic functions.
- In conjunction with the Vice President of Quality and Best Care, assure that the clinic is appropriately staffed and that supplies are adequately stocked.
- Provide information to the Clinic Senior Director about all members of the clinic support staff to assist in the preparation of their annual performance reviews.
- Ensure that the clinic staff are well informed of decisions that affect them and The Anti-Cruelty Society and ensure that the protocols, policies and procedures are explained and communicated clearly and concisely.
- Develop and implement procedures to ensure good management, administrative and fiscal practices.
- Ensure that the staff understands the vision and direction of the Society as it pertains to veterinary services.
- Lead by example and maintain the highest professional standards and ethics for The Anti-Cruelty Society.

CLINICAL SKILLS

- Develop and implement standards of animal care and coordinate and manage surgeries, treatments and procedures for all animals coming into the shelter.
- Perform all duties of a Clinic Veterinarian to ensure the maximum level of service to shelter animals and to the community as a whole.



- Ensure all records of treatment are kept, making certain that changes in animals' conditions are tracked and monitored. Develop schedules for surgeries, treatments and procedures ensuring adequate staff levels are maintained to handle the workload.
- Provide preventative treatments for disease control, infections, and outbreaks.
- Ensure that all city, county, state and federal laws are upheld including proper procedures for drugs and other materials located within veterinary services area.

FINANCIAL ACCOUNTABILITY

- Oversee the veterinary services budget and business plans to ensure sound fiscal management for the department. In conjunction with the Vice President of Quality and

- Best Care, maintain fiscal stability in all areas of the clinic.
- Monitor the inventory and cost analysis of medical supplies and pharmaceuticals, making sure that the department is well-stocked and items are available when needed.
- Maintain and implement fiscal policies set by The Anti-Cruelty Society in accordance with Board directives.

PUBLIC RELATIONS AND COMMUNITY OUTREACH

- Promote communication and cooperation between the veterinary services department and all other departments of the Society.
- If needed, act as a spokesperson for the Society when called upon.
- Interact with board members, donors or any other stakeholders of the Society as requested.

CANDIDATE PROFILE

We are seeking a highly experienced, energetic and fully engaged shelter veterinarian who is a proven leader and manager with a vision and passion for the humane and ethical treatment of animals. This is demonstrated in a successful track record of strong innovative and inclusive leadership that will facilitate open communication to harmonize veterinary staff, the public and other constituencies with whom he/she will interface.

Demonstrated accomplishments in management and financial oversight of a significant budget is needed. The ideal candidate will bring strong and successful leadership of a large veterinary animal welfare/control agency clinic or hospital. Private practice will be considered if the candidate has had recent experience working in a fast-paced humane society in his/her past. The person we seek should demonstrate a balance between creative thinking and management acumen as well as the ability to assess and maintain policies and procedures for building a fluid, complex department. The candidate should excel in organizational skills, procedural implementation and triage.

An exceptional communicator who can demonstrate a successful background in external relations as they pertain to veterinary services as well as the internal organization is needed. This person must



be articulate and passionate about the humane treatment of animals. This individual has also demonstrated success in building and sustaining coalitions with colleagues in like-minded organizations toward the achievement of goals. The candidate should also demonstrate an ability to address situational confrontation and emotional situations presented by issues faced by The Anti-Cruelty Society.

An understanding of business principles applied to a nonprofit enterprise, including a background of good budget management, is necessary. Personnel management skills that include an ability to work collaboratively, listen, provide feedback, build morale, delegate, “roll up one’s sleeves” and make decisions

are essential. The candidate should be motivated by the best interests of the organization and demonstrate success managing change.

Doctor of Veterinary Medicine (DVM) degree or equivalent degree, i.e. Veterinary Medical Doctor (VMD) from an accredited college or university is required. Possession of a current license to practice veterinary medicine in the State of Illinois is needed (obtainable during relocation for an out-of-state veterinarian).

A minimum of 5 years practicing in an animal welfare clinic or hospital and at least 5-7 years managing an animal shelter clinic is expected. Knowledge of local animal control laws and state humane laws is helpful.



COMPENSATION AND BENEFITS

The Anti-Cruelty Society offers an excellent compensation and benefit package for the experienced professional.

■ Starting salary between \$150,000-\$200,000 will be offered to the qualified veterinarian. In addition, the successful candidate may be eligible for a signing bonus as well as relocation allowance.

■ Continuing Education fees will be covered.

■ Dues for membership for the American Veterinary Medical Association, the Association of Shelter Veterinarians and any other appropriate professional association will be paid by the Society; License fees will also be compensated.

The full complement of other Society benefits

will also be provided which include:

Medical, Dental, and Vision Plans
Short-term and long-term Disability

Basic, Accidental Death & Dismemberment
(AD & D Insurance and Voluntary Life insurance)

Critical Illness Insurance

Employee Assistance Program

Paid Sick leave and Personal Days
Retirement – 403(B) plan
with Society match

Paid Holidays – 9 plus birthday

2 weeks vacation the first year,

3 weeks after initial year





TO APPLY

Applications are being received by Meshia Burrell, Vice President of People and Culture, [The Anti-Cruelty Society](http://TheAnti-CrueltySociety.org), (mburrell@anticruelty.org). For information, please visit anticruelty.org.

