Charlottesville-Albemarle SPCA
Job Description

JOB TITLE: **Shelter Veterinarian**
REPORTS TO: **Clinic Manager**
Exemption Status: **Exempt**
Revision Date: **09/08/2025**

Organization Overview

At the Charlottesville-Albemarle SPCA (CASPCA), our mission is to create a community where every animal is safe, healthy, and loved. We rescue, heal, and rehome thousands of dogs and cats each year, provide essential medical and behavioral services, and support local families with resources to keep pets in their homes. As the provider of animal services for Charlottesville and Albemarle County, CASPCA is committed to ensuring every healthy and treatable animal has the chance to thrive.

Position Summary

The Shelter Veterinarian plays a vital role in ensuring the health and well-being of animals in CASPCA's care. This position leads and oversees the on-site veterinary clinic, providing high-quality, progressive medical and surgical services for shelter animals, as well as high-volume spay/neuter services for publicly owned pets.

Essential Functions

- Provide comprehensive medical care for shelter animals, including diagnosing and treating a wide range of conditions, triaging urgent cases, stabilizing injured animals, and performing anesthesia as needed.
- Perform high-quality, high-volume spay/neuter surgery (average 25–30 procedures per day) along with other surgical procedures such as dentals, enucleations, amputations, and mass removals.
- Practice progressive shelter medicine and emergency care, utilizing physical exams and in-house diagnostics.
- Develop, recommend, and monitor adherence to medical and shelter protocols, including intake procedures, cleaning/disinfection, and infectious disease management.
  Train and mentor veterinary and shelter staff in best practices for animal care and medical treatment.
- Maintain timely, accurate medical records in shelter software systems.
- Communicate with fosters, volunteers, adopters, and members of the public in a compassionate and professional manner.
- Assess animal welfare and perform humane euthanasia when medically or behaviorally necessary.
- Perform forensic exams, necropsies, and provide expert testimony when requested by Animal Control Officers.
- Participate in special events such as Compassionate Care Clinics, walk-in rabies/microchip clinics, and weekend spay/neuter events.
- Analyze clinic data to ensure resources are allocated effectively and support proactive efforts to reduce shelter intake.
- Oversee controlled substance inventory, logs, and compliance with DEA regulations.
- Manage medical supply inventory and ordering.
- Stay up-to-date on changes in veterinary regulations and public health guidelines.

- Collaborate with shelter staff, volunteers, and community veterinarians to promote positive partnerships.
- Support CASPCA's communications team by providing animal stories and medical insights for outreach and education.
- Serve as a professional role model, promoting teamwork, compassion, and excellence in animal care.
- Other duties as assigned by the Executive Director and Chief Operating Officer.

Required Qualifications & Skills

- Doctor of Veterinary Medicine (DVM/VMD) degree from an accredited veterinary college.
- Current license to practice veterinary medicine in Virginia (or ability to obtain prior to start).
- Current DEA license (or ability to obtain prior to employment).
- Demonstrated proficiency in veterinary medicine, surgery, and shelter medicine principles.
- Experience in high-volume spay/neuter surgery, including pediatric procedures.
- Knowledge of sheltering practices, animal behavior, epidemiology, and infectious disease management.
- Understanding of public health and rabies prevention protocols.
- Valid Virginia driver's license with ability to operate SPCA transport vehicles safely.
- Ability to handle animals humanely, including those with behavioral or medical challenges.
- Strong organizational and problem-solving skills, with ability to work independently in a fast-paced environment.
- Effective time management skills, with ability to prioritize and triage cases.
- Excellent communication skills with staff, volunteers, and the public; ability to handle sensitive and confidential matters with discretion.
- Strong emotional intelligence, professionalism, and teamwork orientation.
- Commitment to the mission, vision, and values of CASPCA.
- Must pass a pre-employment background check.

Physical Requirements & Work Environment

- Ability to perform fine motor tasks and coordinated eye/hand movements.
- Ability to lift, move, and transport up to 65 pounds.
- Frequent bending, squatting, standing, and sitting for extended periods.
- Regular exposure to disinfectants, zoonotic diseases, and allergens.
- Risk of animal bites and scratches in the course of duties.
- Ability to work compassionately in a shelter environment with exposure to euthanasia.