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### **ABQ: Live-In Dog Care Assistant**

One of our fosters is going to expand her NMPA foster intake and is looking for 1 reliable person to provide part-time dog care help (must be comfortable with all dog breeds and sizes) in exchange for a room and a care stipend. She would like us to do the screening/interviews for her so if you may be interested please read on.

#### **Responsibilities**

##### Humane Care

- Quality care and humane treatment for all puppies and dogs on-site at foster home

##### Communications

- Communicate with and work closely with NMPA team leads and managers regarding animal care

##### Compliance with Laws, Regulations, Policies and Guidelines

- Assist implementing operational compliance with current federal, state, county and local laws, regulations and guidelines that effect operations.
- Assist with accurate record keeping practices as necessary
- Assist with maintaining related database and files.

#### **Who We Are Seeking:**

NMPA is seeking applicants for this part-time position who are quick thinking, dynamic individuals who bring an openness and desire to learn NMPA dog handling and related programming. They will also bring excellent people skills and accountability to their work.

He or she will be a self-starter who is well organized, resourceful and professionally motivated to develop and implement the goals, objectives and policies of New Mexico Pets Alive whole dog care. The owner of the premises will not allow smoking, visitors or social gatherings on the property so please consider this before applying.

**Physical Requirements:**

Ability to lift 35 lbs, stand for long time periods, move quickly/run, work with and around animals (including diseased, injured and/or potentially aggressive animals), loud noises, chlorine or other chemicals, inclement weather along with evening, weekend and holiday work times. Allergic conditions which may be aggravated when handling animals or in the course of the operations of NMPA programs may be a disqualification.

**Licenses, Criminal Background and Certificates:**

Must have or be able to immediately acquire a valid New Mexico driver's license. Must also have a satisfactory driving record and have no criminal history or judgements, being able to pass a criminal background check successfully.

**Compensation:**

Housing (private room) and stipend.

**How to Apply:**

Send only a single page resume and/or school transcript and a single page cover letter to:

[mail@newmexicopetsalive.org](mailto:mail@newmexicopetsalive.org) with the subject line 'Live-In Dog Care'. There are no exceptions to the one page limits or to the pathway via email. Submissions that do not follow these guidelines or meet the minimum requirements will not be considered. If your email has not bounced back, please be assured we have received your email. We can only respond to those we feel may be the best fit among the candidates. Initial responses will be sent via email. Please check your inbox and spam filters as personal email settings can vary. Position is open as long as it is posted at [www.newmexicopetsalive.org](http://www.newmexicopetsalive.org) and/or [www.caninecafe.org](http://www.caninecafe.org)

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