



## Role description

### Senior keeper, exotic mammals

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| Title:        | Senior keeper, exotic mammals  |
| Location:     | Gondwana Park Zoo, Glenn Innes   |
| Hours:        | Full time, required to work a 14-day roster <ul style="list-style-type: none"><li>• 6.30am – 3pm</li><li>• 7.30am – 4pm</li><li>• 8.30am – 5pm</li></ul> |
| Department:   | Living collections, native mammals   |
| Reporting to: | Curator  |

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## Summary of role

The senior keeper, exotic mammals is responsible for the day-to-day care of Gondwana Park Zoo's exotic mammal living collection. Duties include health, safety and hygiene of animals; diet planning and food preparation; exhibit planning; hygiene and safety of exhibits; horticulture, animal husbandry and maintenance of records. The senior keeper will be required to manage the other keepers and trainee keepers in the section. The senior keeper, exotic mammals will undertake a broad range of tasks that contribute to the safe and effective running of the exotic mammal exhibits and the zoo as a whole.

## Skills, experience, job requirements

### Administration

- Maintain daily records relating to animals and exhibits
- Undertake general administrative tasks as required, including ordering of stock (including food, feeding apparatus, bedding etc.) and stock management
- Research and compile information relating to species and habitats
- Demonstrate detailed knowledge of animal care and species requirements
- Fulfil Gondwana Park Zoo's policies relating to animal interactions, health and hygiene, escaped animals and breeding/conservation

### Animal health and wellbeing

- Record information on animal health, behaviours, condition and changes daily
- Report changes or concerns to team leader or veterinarian where required and, in the case of treatment, maintain follow up records
- Plan and implement structured conditioning training with animals to improve animal behaviour

- Take biological samples and provide for analysis
- Under veterinary supervision or instruction, administer medication to animals or treat animals for injury/illness

### Education, media and public relations

- Provide information regarding animals, activities, zoo facilities and exhibits to the zoo visitors as required
- Prepare and present 'keeper talks' which involve animal handling, public speaking and answering questions
- Assist with media and public relations queries / requests when required, including media interviews or zoo PR and advertising campaigns
- Record and report public feedback to team leader or relevant zoo staff

### Exhibits

- Plan the layout, fittings, presentation and delivery of exhibits
- Maintain exhibits to best possible standard to ensure neat, hygienic, attractive and practical presentation
- Communicate with horticulture and grounds keeping staff regarding plant watering, pruning, weeding and fumigation
- Communicate with relevant departments or contractors to maintain exhibit fittings such as lights, glass, fences and floor surfaces
- Make minor repairs as necessary
- Maintain safety and security of exhibits

### Husbandry

- Plan individual animal diets catering to the nutritional needs of specific species
- Source, prepare and present food in keeping with the nutritional requirements of individual animals under care
- Maintain feeding procedures and schedules as required
- Manage changes to feeding procedures and schedules as required
- Clean food and water apparatus, exhibits, holding areas, night yards and food preparation and storage areas to required standard
- Ensure all of the above areas are kept free from hazardous material, WHS risks and are safe/secure
- Provide animals with bedding, nesting and any other materials required for the comfort and safety of individual species, including animals who are gestating, giving birth or rearing offspring
- Assist the veterinarian and curator to facilitate breeding programs
- Assist and monitor female animals during gestation and in the lead up to labour and birth of offspring
- Assist with care and provide for the needs of young animals
- Observe and report on animal behaviour, changes and requirements
- Maintain accurate records relating to animal behaviour, changes and requirements
- Assist with animal capture and handling as required
- Assist with animal transfers as required

- Maintain and care for live food colonies as required

### People management

- Provide guidance, feedback, supervision and clear and structured KPIs to keepers and trainee keepers under leadership
- Provide guidance, feedback and supervision to volunteer keepers as required

### Workplace health and safety

- Implement and maintain standards and procedures set out in Gondwana Park Zoo Workplace Health and Safety Policy
- Maintain established safety procedures for exhibits, holding areas, night yards and food preparation and storage areas
- Regard and observe health and safety of self, animals under care, co-workers and general public
- Identify and report risks, incidents and improvements in a timely manner via the required procedures
- Complete detailed, regular workplace assessments

### Other skills

- Passion for animal health and wellbeing, conservation and environmental issues
- Good communication skills
- Good presentation skills
- Good organisation and administrative skills
- Both team-focus and autonomous when required
- Shows leadership and is a good role model to keepers, trainee keepers and volunteer keepers

### Qualifications

- Certificate IV in Captive Animals

### Experience

- Minimum 3-4 years in a keeper position