

**Job Title: Sanctuary Safety, Training, and Compliance Manager**

**Location:** Hybrid: Performing Animal Welfare Society (PAWS), San Andreas, California and remote/on-call within 1 hr travel of San Andreas

**Position Type:** Full-time

**About Us:** PAWS is dedicated to the protection of performing animals, to providing sanctuary to abused, abandoned and retired captive wildlife, to enforcing the best standards of care for all captive wildlife, to the preservation of wild species and their habitats, and to promoting public education about captive wildlife issues. PAWS operates the 2,300 acre Ark2000 sanctuary in San Andreas, California.

**Job Summary:** The Sanctuary Safety, Training, and Compliance Manager will be responsible for developing, implementing, and overseeing safety protocols and training programs to ensure the well-being of both animals and staff, building upon our long experience of safe and high-quality care for animals in our care. This role will also involve ensuring compliance with local, state, and federal regulations related to animal care and welfare, human safety, and practical aspects of our facilities and infrastructure.

**Key Responsibilities:**

**1. Safety Management:**

- Develop, expand, and maintain detailed safety policies and procedures for staff and animal care.
- Conduct regular safety audits and risk assessments to identify potential hazards.
- Implement corrective actions and safety improvements as needed.
- Maintain and ensure regular servicing of safety equipment, vehicles, facilities etc. as needed.

**2. Training Development:**

- Create and deliver comprehensive training programs for staff on all aspects of occupational health and safety protocols.
- Develop and implement training programs based on existing protocols for animal handling and emergency procedures.

- Coordinate onboarding training program for new staff at all levels.
- Organize ongoing training sessions to keep staff updated on best practices and compliance requirements.
- Evaluate the effectiveness of training programs and, in consultation with management, make adjustments as necessary.

### **3. Compliance Oversight:**

- Monitor and ensure compliance with all relevant regulations and standards, including state and federal laws pertaining to captive wildlife, and safety regulations.
- Maintain accurate records of training, incidents, and compliance audits.
- Liaise with regulatory agencies and assist with inspections or audits.
- Ensure all site construction and contractors are permitted and informed appropriately.

### **4. Emergency Preparedness:**

- Working with PAWS management and veterinarian, maintain and implement emergency response plans for various scenarios, including natural disasters and animal escapes.
- Ensure regular staff training on emergency preparedness, including drills and simulations to ensure staff readiness for emergencies.

### **5. Collaboration:**

- Work closely with animal care staff, veterinary teams, and management to promote a culture of safety and compliance.
- Participate in interdisciplinary teams to enhance animal welfare and operational efficiency.

**Reports to:** Chief Executive Officer.

**Key Relationships:** Sanctuary Manager, Carnivore Manager, Director of Veterinary Services, Office Manager

**Direct Reports:** None currently

**Qualifications:**

- Bachelor's degree in a related field (e.g., Environmental Science, Animal Behavior, Occupational Health).
- Proven experience in safety management, training, and compliance.
- Strong communication and interpersonal skills, with the ability to train and motivate staff.
- Excellent organizational skills and attention to detail.
- Ability to work in a physically demanding environment and handle stressful situations.

**Preferred Qualifications:**

- Knowledge of animal welfare / safety standards and regulations.
- Experience of employment in an enforcement field.
- Certification in occupational health and safety (e.g., OSHA).
- First Aid/CPR certification.

**What We Offer:**

- Salary range: \$65,000 - 80,000pa + opportunity for performance-related bonuses
- Benefits package to include 10 days paid vacation, selected state holidays, employer-matched 401k or equivalent.

**How to Apply:** Interested candidates should submit their resume and a cover letter detailing their relevant experience and passion for ensuring safety, training, and

compliance in a wild animal sanctuary situation to [info@pawsweb.org](mailto:info@pawsweb.org) by the deadline of Jan 3<sup>rd</sup> 2025.

PAWS is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.