

## WELCOME TO WILD FUTURES

The Wild Futures Sanctuary currently houses capuchin monkeys (*Cebus and Sapajus sp*), common marmosets (*Callithrix jacchus*), Macaques (*Macaca sp*) and woolly monkeys (*Lagothrix sp*). The majority of the residents are victims of the exotic pet trade in the UK.

### GUIDE TO JOB ROLE & MAIN RESPONSIBILITIES

In putting together every job description we recognise that everyone is part of the larger team working together at the Wild Futures. Every role is important in a small team and as well as bringing skill, knowledge and experience; we hope that you will fit into our team, working collaboratively and flexibly to ensure the monkeys thrive in our care.

No one role is bigger than the component parts - we succeed or fail as a team.

Our job descriptions summarise the main responsibilities and tasks of the role. The job description isn't limited to the summary provided below, rather the opportunity is for the role holder to both satisfy the requirements as stated and then to take advantage of all development opportunities as they may present. Flexibility and adaptability are key in all our roles and we expect our team members to be positive and 'can do' demonstrating problem solving and thinking on their feet to support other team members and ultimately the monkeys in our care.

You should refer regularly to your job description as we use job descriptions to support our team member's growth and development and it feeds into our Review system.

Your Job Title is: Primate Care Giver

Your role reports to: Operations Manager. Please note that reporting lines may change from time to time in line with organisational changes. As a small team we always anticipate change.

Your role is responsible for: Volunteers and interns. Please note that reporting lines may change from time to time in line with organisational changes. As a small team we always anticipate change.

#### Summary of Role:

Members of the care team are responsible for all aspects of daily care, working together to enhance and improve the lives of the primates at the Sanctuary. All members are required to work with all primate species housed at the Sanctuary as well as help support other aspects of the charity's work if required.

**AREAS OF RESPONSIBILITY INCLUDE BUT ARE NOT LIMITED TO:***(additional responsibilities may be added as appropriate):*

<b>Key Responsibilities:</b>	<ul style="list-style-type: none"><li>○ PRIMATE CARE:</li><li>○ all aspects of daily care for the resident primates (diet preparation, feeding, preparing and giving medication, cleaning enclosures,</li></ul>
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	<ul style="list-style-type: none"> <li>○ creating enrichment)</li> <li>○ monitoring the health and wellbeing of the primates in your care</li> <li>○ caring for special needs primates with various health conditions such as diabetes</li> <li>○ planning and conducting primate socializations</li> <li>○ conducting behavioural observations</li> <li>○ record keeping using a database system</li> <li>○ Able to work around the animals in a respectful and calm manner</li> </ul> <p><b>VOLUNTEERS/INTERNS:</b></p> <ul style="list-style-type: none"> <li>○ Responsible for supervising and mentoring volunteers and interns</li> <li>○ Ensuring volunteers and interns are provided with clear direction and instruction, guiding activities and behaviours</li> <li>○ Inspiring volunteers and interns as a positive role model</li> </ul> <p><b>EDUCATION/PR:</b></p> <ul style="list-style-type: none"> <li>○ Speaking to members of the public on open days in an informative, positive and respectful manner as ambassadors of the Sanctuary</li> </ul> <p><b>ADMINISTRATION &amp; GENERAL DUTIES:</b></p> <ul style="list-style-type: none"> <li>○ Stock taking and the ordering of supplies</li> <li>○ Supports the shift working arrangements in place and is prepared to cover shifts when necessary staying overnight at the Sanctuary (as the responsible member of the team?)</li> <li>○ Supports general grounds maintenance, household duties and territory maintenance as required</li> </ul> <p><b>HEALTH &amp; SAFETY &amp; HR POLICIES:</b></p> <ul style="list-style-type: none"> <li>○ Compliance with all relevant health and safety protocols and relevant HR materials including but limited to safeguarding. Includes, but not limited to emergency procedures, risk assessments and safe working practices.</li> </ul>
<p><b>Team Player:</b></p>	<ul style="list-style-type: none"> <li>➤ Respect for, and commitment to, the vision, mission and values of Wild Futures</li> <li>➤ Interacts positively with the team, respects the views and opinions of others and engages positively with people from a diverse range of backgrounds and cultures</li> <li>➤ Sees where support may be required and openly offers and provides it</li> <li>➤ Works collaboratively and builds positive working relationships</li> <li>➤ Appreciates the bigger picture – pragmatic and reasoned</li> <li>➤ Looks for common ground and goals to support the team</li> <li>➤ Doesn't allow ego to undermine the success of the role</li> <li>➤ Able to be flexible and adapt to new situations as they arise</li> </ul>
<p><b>Background &amp; Qualifications:</b></p>	<ul style="list-style-type: none"> <li>➤ Essential: <ul style="list-style-type: none"> <li>○ Extensive experience working with primates in an animal sanctuary, rescue centre or similar environment</li> <li>○ Good communication skills, confident and articulate, fluent in English language</li> <li>○ Proven ability to multi-task and prioritise, remaining calm under pressure</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Physically fit and be able to work outdoors in all kinds of weather conditions</li> <li>○ Due to the lengthy training process, a commitment of at least two years is expected</li> <li>○ possess a valid driving licence</li> <li>○ Permission to work in the UK</li> <li>➤ Desirable: <ul style="list-style-type: none"> <li>○ Experience working with capuchins and callitrichids would be an advantage</li> <li>○ Three years' experience working with primates</li> <li>○ Experience of managing a small team of volunteers or interns preferably in similar environment</li> <li>○ Veterinary care knowledge would be highly useful</li> <li>○ Degree in zoology or related field OR equivalent on-the-job experience in lieu of degree</li> </ul> </li> </ul>
<p><b>Outcomes &amp; Targets Associated with this role:</b></p>	<ul style="list-style-type: none"> <li>➤ Provide a valuable contribution in developing and maintaining the high welfare standards of the Sanctuary</li> <li>➤ Successful and collaborative working relationship with team and colleagues which supports the delivery of charity goals, objectives and vision.</li> </ul>