

Bangkok Veterinary Project Coordinator

About Soi Dog Foundation:

Soi Dog Foundation is the largest animal welfare organisation in Asia dedicated to helping stray dogs and cats. Soi Dog Foundation sterilises, vaccinates, administers medical treatment, shelters, promotes adoption of stray dogs and cats in Thailand, and runs education programmes on animal welfare. Soi Dog Foundation is also actively working to end South East Asia's dog meat trade, and is expanding within South East Asia, having recently opened an operation in Vietnam.

Soi Dog's Mission Statement is: **To improve the welfare of dogs and cats in Asia, resulting in better lives for both the animal and human communities, to create a society without homeless animals, and to ultimately end animal cruelty**. Its core values are compassion, honesty, integrity and transparency.

JOB DESCRIPTION

Job Title and Summary: The Bangkok Veterinary Project Coordinator will manage the veterinary surgeons working on all mobile teams performing mass dog sterilisations in Bangkok (currently 4 teams; will be 6 teams in 2019), making sure surgeries are performed according to highest possible medical standards. This position will work closely with the BKK Head Nurse and BKK Head Rescue Officer to supervise the mobile teams in their daily operations, observe daily problems and help find solutions, cooperate with the local community and make sure SDF protocols are being observed and monthly targets are met. The Bangkok Veterinary Project Coordinator will sometimes be required to step in and provide cover for vets off sick or on annual leave (at Mobile and at the SDF Bangkok Clinic).

Key Responsibilities:

- Liaise with the BKK Head Nurse and BKK Head Rescue officer regarding quality or quantity of work and monthly data-reporting (analyse and collect data reports).
- Make sure targets are met: minimum 20 dogs sterilised per vet per day, increasing capacity to 25 dogs per vet per day over time.
- Make sure SDF protocols and policies are being followed and veterinary surgeon are working to the highest possible medical standards.
- Observe, analyse and solve daily problems at mobile clinics.
- Communicate with community, dog feeders and owners regarding responsible pet ownership.
- Participate in mobile sterilisation clinics when required; help in the SDF Bangkok Clinic when required (surgery and treatment).
- Manage emergencies and post-op complication cases from mobile units as they present to the SDF Bangkok Clinic.
- Perform euthanasia and terminate pregnancies when warranted.
- As part of the Soi Dog team, be available to help as needed, even with tasks that are outside of the job description.

Department and Supervisor: Animal Welfare Department. This position reports to the Bangkok Director of Animal Welfare.

Skills and Qualifications:

- Thai nationality only.
- Must have a Doctor of Veterinary Medicine degree and valid license to practice veterinary medicine in Thailand.
- Work experience at least **3 years** in Animal Hospital or Clinic.
- Good communicator, confident and proficient in spay/ neuter.
- Responsible and calm manner, experience in mentoring an advantage.
- Passionate about animal welfare and willing to learn.
- Fair English communication skills and must work well with a diverse staff.
- Clean driving license.

Location: Bangkok

Type of Employment: Full time position.

Benefits:

- Competitive salary
- Five-day work week, 2 days off (May be required to work weekend or flexible time depending on their duties as directed by their supervisor)
- 19 days annual leave (including 13 Thai National Holidays) rising 1 day a year, up to 25 days
- Annual Salary Adjustment
- Annual Service Bonus
- Social Security
- Provident Fund
- Uniform
- Ongoing Education and Training

Soi Dog is an equal opportunities employer and does not discriminate on the basis of age, sex, sexuality, religion or disability. Soi Dog Foundation does give preference to Thai candidates for jobs in Thailand.

HOW TO APPLY

Please send your CV in English, together with a covering letter detailing why you think you would be appropriate for this role, to hr@soidog.org to reach us by **October 31, 2018**.

Shortlisted candidates will be contacted