

Breeding Department Technician

Requirements:

Job Type: Full-Time Non-Exempt Union

Salary: \$25.67 Hourly

Location: Sylmar, CA

Benefits Include:

- Medical, Dental, Life Insurance
- Pension & 401K
- Vacations & Paid Holidays
- Casual Work Environment
- Pet Friendly
- Mission-Driven non-profit organization

Reports to: Breeding Manager

Job Purpose: The Breeding Department Technician supports the day-to-day operations of the Breeding Department and Nursery, including the care, health, safety, breeding, enrichment, and management of breeding dogs, pregnant and nursing females, and puppies. This position assists with routing breeding and reproductive procedures, nursery operations, volunteer coordination, and maintaining a clean, safe, and bio secure environment.

Essential Functions:

- Provide safe, humane, and compassionate care for all dogs and puppies housed within or under the care of the Breeding Department – **5%**
- Feed, bathe, groom, exercise, and provide routine daily care for dogs and puppies—**5%**
- Monitor the health, behavior, appetite, elimination, and overall condition of dogs and puppies and promptly report concerns or changes to the Breeding Manager—**5%**
- Assist with routine health care and procedures in accordance with GDA protocols, including administering vaccines and medications as directed, weighing and restraining dogs, and providing minor ear, skin, and wound care—**5%**
- Maintain a clean, sanitary, and bio secure environment through daily cleaning, sanitizing, and disinfecting of kennels, whelping areas, equipment, indoor and outdoor yards, and other Nursery areas—**5%**
- Perform routine housekeeping duties, including sweeping, steam cleaning, laundry, dishes, trash removal, and general facility organization—**5%**
- Organize, clean, and stock supplies and notify the Breeding Manager when inventory is low or additional supplies are needed—**5%**
- Supervise and participate in canine socialization, enrichment, exercise, and play activities—**5%**
- Assist with the coordination, supervision, and communication of Breeding Department volunteers, including preschool volunteers, puppy huggers, housekeepers, and breeder hosts—**5%**
- Safely supervise dogs during individual and group play and recognize behavioral or safety concerns requiring intervention—**5%**
- Collect blood samples and assist with processing reproductive laboratory samples and results—**5%**

- Prepare, evaluate, and track reproductive samples and slides using a microscope as trained and directed—5%
- Assist with canine reproductive procedures, including natural breeding and artificial insemination, in accordance with established protocols and under the direction of the Breeding Manager and/or veterinary team—5%
- Assist with the care and monitoring of dogs throughout the breeding cycle, pregnancy, whelping, lactation, weaning, and puppy development as assigned—5%
- Maintain accurate records and documentation related to dogs, puppies, breeding activities, health care, and Nursery operations—5%
- Enter and maintain accurate puppy and dog records, including deworming, vaccinations, treatments, medications, and other medical information, in the breeding database and veterinary software as needed—5%
- Communicate effectively and professionally with staff, volunteers, breeder hosts, and other departments—5%
- Work indoors and outdoors in a variety of weather and environmental conditions and work within shared office and kennel spaces—5%
- Work overtime, nights, weekends, holidays, and on-call or emergency shifts as needed to support breeding, whelping, and Nursery operations—5%
- Perform other duties as assigned or required —5%

Essential Physical Requirements:

- Ability to stand and walk for extended periods, both indoors and outdoors and in varying weather conditions.
- Ability to bend, crouch, squat, and kneel on the floor for extended periods.
- Ability to lift 40 pounds independently and up to 80 pounds with assistance.
- Physical strength and ability to safely handle, restrain, lift, and control healthy and potentially strong large-breed dogs.
- Ability to exert 20–50 pounds of force when pushing, pulling, lifting, or moving objects and equipment.
- Ability to push, pull, carry, and reach overhead.
- Ability to wear required personal protective equipment, including masks, gloves, goggles, protective footwear, and other protective gear.
- Visual acuity is sufficient to observe and interpret canine behavior and reactions, identify changes in physical condition, perform routine procedures, and read forms, documentation, labels, and computer screens.
- Hearing ability sufficient to safely interact with dogs, staff, volunteers, and other individuals in the work environment.
- Ability to tolerate elevated noise levels, including frequent barking.
- Ability to work safely in a kennel and Nursery environment with multiple dogs.
- Ability to safely work with dogs of varying ages, sizes, strengths, temperaments, and physical conditions.

Qualifications:

- Must be at least 18 years of age.
- High school diploma or GED required.
- Degree or coursework in Animal Science, Veterinary Technology, Animal Behavior, or a related field preferred.
- Previous experience working in veterinary medicine, animal care, kennels, breeding programs, or a related environment preferred.
- Driving will be required for the position--Valid driver's license and ability to meet organizational insurability requirements.

- Strong written and verbal communication skills.
- Ability to work independently, prioritize responsibilities, follow established protocols, and meet deadlines.
- Ability to work effectively as part of a team and collaborate with multiple departments, volunteers, and members of the public.
- Strong attention to detail and ability to maintain accurate records.
- Ability and willingness to learn canine reproductive procedures, laboratory techniques, neonatal puppy care, and breeding program protocols.
- Working knowledge of Microsoft 365, including Outlook, Excel, and Word, preferred.
- Experience with SharePoint and database/CRM programs such as Salesforce and animal health or veterinary record-management systems preferred.

Qualified candidates please send cover letter and resume to mdmiller@guidedogsofamerica.org