



## Breeding Department Manager- Breeding Manager

### Job Purpose

Oversees Breeding Program- including but not limited to, staff, volunteers (hosts and campus), and canines. Manages breeding colony, breeder selection, healthcare, reproduction and technical aspects of breeding. Manages data from primary or secondary data sources and maintains databases/data systems to support the improvement of genetics in the breeding colony.

### Duties and Responsibilities

- Oversees Breeding Program staff- recruit, mentor, develop and successfully manage a team to achieve the objectives and the present and future needs the school.
- Manage the breeding colony, including healthcare, reproduction and replacement
- Maintains and clean and sanitized facility including assigned vehicles/puppy development area/whelping/stud dog area/treatment area/food prep/ etc
- Maintains all computer records using cornerstone software pertaining to breeding stock and puppies in the nursery
- Manages/Develops the Breeder Keeper/Hosts families Program
- Prepares annual breeding plans.
- Has a good understanding of pedigrees and ability to read them
- Designated GDA representative for ABC breeder co-op
- Develops and oversees the nursery volunteer puppy socialization program/puppy development
- Develops/trains/ maintains volunteer whelping teams and whelps litters as necessary.
- Designates which stud dogs to breed to which female-
- Knows how to collect semen from stud dogs
- Knows how to artificially inseminate breeding females
- Has a basic understanding of medical problems related to breeding/whelping/neonates and stud dogs
- Collects and prepares chilled semen for shipment and/or processes incoming semen to be inseminated.
- Draws blood and runs progesterone chemistry on dogs due to be bred and/or whelp and interprets the results.
- Maintains records on frozen semen
- X-rays pregnant dogs and interprets results
- Has a strong understanding of neonate health issues
- Dog grooming, bathing, transporting, bottle/tube feed as needed.
- Maintain relationships with outside breeders.
- Screen potential dogs/pups offered for donation to GDA.
- Assures puppies get micro chipped and vaccinated
- Monitors time clock and vacation schedule
- Understanding of Canine Genetics
- Understanding of canine behavior traits in relation to genetics and their effect on a breeding colony
- Desire to work as a team within the program related to Veterinary /Training/Puppy Program/Kennel



- Manage a team of employees including shifts/vacation time/sick time/training

### **Qualifications**

- High school graduate or GED
- Previous experience in Service Dog Organization required
- Minimum 4 years canine breeding experience required
- RVT license preferred

### **Working Conditions**

- Indoors and outdoors
- Share office space
- Multiple distractions
- Some overnight/weekend and holiday shifts required
- Telephone and computer work
- Canine Health issues with blood/organs/deaths

### **Physical Requirements**

- Increased bending
- Unpleasant smells
- Lifting 50 pounds

Please contact:

#### **Yvonne Martin**

Director of Programs

Direct Line: 818-833-8473

[ymmartin@guidedogsofamerica.org](mailto:ymmartin@guidedogsofamerica.org)

