



# Sienna Ranch

3232 Deer Hill Road  
Lafayette, CA 94549  
www.siennaranch.net  
(925) 283-6311

## Job Posting Animal Care Manager

### ORGANIZATION

[Sienna Ranch](#) connects youth to nature through compelling outdoor experiences in order to foster a compassionate and environmentally aware future. We provide farm education and immersive nature programming to youth PreK-8th grade. Our program offerings also include woodshop, natural building, archery, horseback riding, gardening, science, pottery, survival skills, homesteading skills, naturalist skills and much more. Sienna Ranch is situated on a 21-acre family-owned ranch in Lafayette, CA.

### POSITION SUMMARY

The Sienna Ranch Animal Care Manager is responsible for managing all aspects of care for our two sheep, small goat herd, flock of chickens, ducks, and horse herd. This position is also responsible for liaising with our Nature Program Curriculum Director and Nature Program Instructors to create curriculum and guidelines for interacting with our animals in positive, respectful and meaningful ways. The Sienna Ranch Animal Care Manager also leads our Ranch Apprenticeship Program, a program for teens. This position supervises and works closely with the Sienna Ranch Horse Care Coordinator to ensure that all animals are well cared for.

### SCHEDULE SUMMARY

Non-exempt. Hourly. Permanent. Full-time. Year-round.

School Year Schedule (approx Sept-May): 30-35 hours per week, at least 1 weekend day required

Summer Schedule (approx June-August): 35-40 hours per week, at least 1 weekend day required

*Training takes place during Fall Session, beginning as soon after hiring as possible, and no later than September 20th.*

### ESSENTIAL JOB FUNCTIONS

- Manage all aspects of animal health and well-being including vet visits, annual goat breeding and milking schedule, first aid, preventative care, etc.
- Manage the diets and feeding regimes for all our animals, including consultation with vet when necessary
- Manage task list for Animal Care interns, apprentices, and instructors.
- Manage volunteer feeders including training, communication, scheduling and recruitment
- Support the Sienna Ranch Animal Apprenticeship Program which is lead by a Sienna Ranch Nature Instructor
- Manage all animal feed storage, ordering and delivery including large deliveries of hay and grain
- Consult with Nature Program Director to create animal interaction guidelines and activities
- Consult with Horse Care Manager regarding feed orders and shared responsibilities.
- Respond to animal care emergencies
- Lead decision making-process around animal acquisition and re-homing
- Complete animal pen maintenance and small fixes. Collaborate with Facilities team on larger animal pen improvements and be consulted by Facilities Director on Long Term Site Plan
- Manage Animal Care budget

## REQUIREMENTS

- Bachelor's degree. Degree in Animal Science strongly preferred
- Strong background in farm animal care, with at least 1 year of professional experience. Preferably including goats, sheep, chickens, ducks.
- Horse care experience preferred.
- Able to take blood and fecal samples, administer oral and injected medications, and identify common livestock illnesses
- At least 1 year experience working with children in an animal interaction focused setting, and a passion for incorporating animals into children's educational programs. Additional outdoor education, community education or Summer camp experience highly valued
- A sincere passion for connecting children to nature and strong belief in animal interaction as a key element of teaching compassion and nature connection
- Ability to patiently and positively mentor youth from a wide variety of backgrounds, ages and experiences
- Willing to work outside in **all** weather
- Able to maintain clean, organized workspaces and effectively prioritize tasks
- Impeccable record keeping and organization skills.
- Committed to completing all tasks associated with animal care, from the menial to the administrative, including mucking, cleaning animal pens, feeding, diligent record keeping, fixing fences, email communication, etc.
- Ability to patiently and professionally communicate with staff, volunteers, students and apprentices
- Committed to being an active part of a solution-oriented, self-motivated, cooperative, professional community atmosphere
- Able to work with minimal direct supervision and to independently hold yourself accountable to a high level of professionalism
- Able to check and respond to email communications within 24 business hours
- Available and willing to be the first call on our emergency call list to respond to animal care emergencies with some schedule flexibility needed during goat kidding season
- Physically able to move hay bales, to carry 50lb bags of feed short distances, to work around hay (including feeding and sweeping hay barn)
- Current First Aid and CPR for Adult and Child certifications, and clear TB test results (or ability to acquire before first day or work), and ability to pass FBI/DOJ background check for working with children
- Current driver's license by first day of work

## COMPENSATION

- Competitive hourly rates, with overtime for after-hours emergencies when necessary
- Kaiser HMO Medical and United Health Care Dental HMO Coverage after 3 months of employment
- 401(k) available after one year of employment

## APPLICATION

**Questions for Applicant (*two to five sentences per question*):**

***This is an opportunity for you to demonstrate your understanding of the role you are applying for, your suitability, and your understanding of Sienna Ranch's values, priorities, constraints, and goals.***

1. Why are you applying for this position?
2. What is your vision for this position?
3. What is your responsibility in creating a safe and sustainable work environment for yourself and the Animal Care team and how will you achieve this?
4. Give us three examples of how you plan to manage your budget efficiently in this role
5. Give us three examples of how you plan to manage your time efficiently in this role
6. [Statement of Purpose:](#) *Sienna Ranch connects Bay Area youth to nature through compelling outdoor programs to cultivate a more compassionate and environmentally aware future.* How will you contribute to the furthering of Sienna Ranch's purpose in the position you are applying for?

7. Sienna Ranch values diversity, equity and inclusion in all areas of it's business. Please describe why diversity, equity and inclusion is important to you personally and how you can contribute to Sienna Ranch's goal of being a diverse, equitable and inclusive workplace.
8. Please evaluate yourself on the following primary job functions taken from the job description on a scale of 1-5. 1= I would seek support in this area. 5= I would confidently work independently in this area
  - a. Managing an annual budget
  - b. Managing your own time
  - c. Managing volunteer feeders, interns, apprentices, the horse care coordinator, facilities' animal care hours, and nature program helpers
  - d. Finding, training, and retaining volunteer feeders
  - e. Managing and teaching the Animal Care Apprentice Program
  - f. Leading Pony Rides during Special Events
  - g. Managing the health and wellbeing of our goats including vaccinations, breeding, prenatal care, kidding, and milking
  - h. Managing the health and wellbeing of our sheep including vaccinations, grazing and pasture management, and arranging annual shearing
  - i. Managing the health and wellbeing of our chicken flock including culling, parasite prevention, and rodent control
  - j. Managing the health and wellbeing of our ducks including pen management, pond management, and rodent control
  - k. Managing the health and wellbeing of our horses including strategies for hot weather, wet weather, hoof and foot care, and feed management
  - l. Incorporating animals into education program
  - m. Incorporating animals into a holistic land management plan
  - n. Managing animal care facilities including pens, hay barn and storage areas
  - o. Communicating animal care news to all staff and facilitating animal care decisions with relevant staff when necessary

*Sienna Ranch is dedicated to building a culturally diverse and pluralistic team committed to teaching and working in a multicultural environment. We strongly encourage applications from people of color and other groups traditionally under-represented in outdoor education.*

*We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law.*