

# San Diego Community College District

## CLASSIFICATION DESCRIPTION

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**Job Code:** J1101  
**Original Date:** 04/1990  
**Last Revision:** 05/2016  
**Staff Type:** Classified  
**FLSA status:** Non-exempt  
**Salary Range:** 23

**Title:** Instructional Lab Technician / Animal Health

**Unit:** Office Technical

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### **DEFINITION**

Under the direction of an instructor or assigned supervisor or manager, assist in the instructional program by performing complex technical work in an instructional laboratory environment in the subject of Animal Health Technology.

### **DISTINGUISHING CHARACTERISTICS**

The Instructional Lab Technician class is distinguished from the Instructional Assistant class in that positions assigned to the class of Instructional Lab Technician oversee a complex instructional laboratory for an academic or vocational area and must possess extensive technical or academic training and experience in the field of specialty. Under the direction of an administrator or specified faculty member, incumbents work independently and provide work direction and training to Instructional Assistants and/or student assistants.

### **EXAMPLE OF DUTIES**

1. Oversee the operation and maintenance of an instructional laboratory environment in the subject of animal health, including the day-to-day observation, housing, feeding, and non-medical care of the various species used by the program; train and provide work direction to instructional assistants and student assistants.
2. Under the direction of the attending veterinarian, perform health care tasks; review daily animal health reports and report to the attending veterinarian on health care needs of the various species used by the program.
3. Assist instructors, staff, and students in the use of a variety of materials and equipment; prepare and issue materials and equipment for student use; maintain records of materials and equipment loaned to students.
4. Order, receive, catalog, and store supplies, materials, and equipment; maintain inventories, ensuring that adequate quantities are available for timely instructional use; mark equipment with approved identification.
5. Prepare instructional materials and equipment for instructor demonstration and student laboratories as requested according to approved procedures.
6. Test, adjust, maintain, and perform minor repairs, including necessary calibrations to apparatus and equipment.
7. Maintain laboratory and/or storeroom in a safe, clean, and orderly condition.
8. Provide technical assistance in the preparation of specifications for equipment and material purchases; recommend selection of equipment as requested; may interview vendors to assess new equipment and supplies.
9. Assist in the preparation of the laboratory budget; monitor budget expenditures; assist with the implementation of facility's compliance with all federal, State, local, and district regulations and requirements.
10. Perform related duties as assigned.

**DESIRABLE QUALIFICATIONS****Knowledge:**

Anesthesia induction.  
Appropriate emergency procedures.  
Care, husbandry, and handling of a variety of species used by the Program.  
District organization, operations, policies, and objectives.  
English usage, grammar, spelling, punctuation, and vocabulary.  
Euthanasia techniques.  
General needs and behavior of students of various ethnic, racial, and cultural backgrounds.  
Hazardous waste handling.  
In-depth knowledge of federal, State, and local regulatory agencies as related to the Animal Health Technology Program.  
Nutritional requirements for a variety of species.  
Oral and written communication skills.  
Pre/post operative nursing.  
Principles and practices of work direction and training.  
Principles, practices, procedures, and equipment for the Animal Health Technology Program.  
Record-keeping techniques.  
Safety regulations involved in maintaining and caring for the Program's lab and animal holding areas.  
Technical aspects of an Animal Health Technology Program.

**Skills and Abilities:**

Administer euthanasia methods under direction of a DVM.  
Assist the attending DVM in providing a program of adequate health care.  
Assist students in understanding and applying basic principles of animal health.  
Collect and analyze laboratory specimens.  
Communicate effectively both orally and in writing.  
Ensure the care and security of assigned equipment, materials, and supplies.  
Establish and maintain effective working relationships with others.  
Explain work assignments to students.  
Handle and restrain various species used by the Program.  
Issue and receive equipment and supplies.  
Learn and apply techniques of precise measurement and notation.  
Maintain records and prepare reports.  
Make health observations on a variety of species.  
Make simple arithmetic calculations.  
Meet schedules and time lines.  
Plan and organize work.  
Relate effectively with people from varied cultural and socio-economic backgrounds.  
Take and develop x-rays.  
Train and provide work direction to others.  
Understand and follow oral and written directions.  
Work cooperatively with others.  
Work independently with little direction.

**Training and Experience:**

Any combination of training and experience sufficient to qualify for the California Animal Technology license. Three (3) years experience as a registered Animal Health Technologist with emphasis in surgical assisting, laboratory procedures, and business procedures to include at least two (2) years experience in animal husbandry as related to the various species maintained by the Program. Experience with exotic animals is desirable. Previous experience in an Animal Health Technology program is preferred.

Licenses:

California Animal Health Technology license.  
AALAS certification is desirable.

**WORKING CONDITIONS**

Physical Requirements:

Category II

Environment:

Favorable, involves an instructional laboratory setting. May handle hazardous waste material.