



The Corporation of  
The Township of Brock  
1 Cameron St. E., P.O. Box 10  
Cannington, ON L0E 1E0  
(705) 432-2355

## **Animal Control / Animal Care Attendant**

### **Part Time – Maternity Leave Contract (June 2024 - June 2025)**

Hours: **21-25 hours per week, including after hours, weekends, and holidays**

Rate of Pay: \$23.16 / hour + 4% vacation pay

Location: 1 Cameron St. E, Cannington, Ontario (Off Site Locations)

The Township of Brock, having a population of 12,567, is primarily a rural municipality situated on the shores of Lake Simcoe and is home to three urban centres, Beaverton, Cannington, and Sunderland.

Reporting to and receiving direction from the Supervisor of By-law Enforcement and Animal Services, the successful applicant will provide support to key business areas at the Township in the area of animal care and rescue and by identifying and investigating alleged municipal animal control by-law violations, negotiating compliance through verbal and written communication and proceeding with legal action in accordance with applicable legislation and regulations as well as acting as an expert witness on behalf of the municipality in legal proceedings. This role works closely with other departments, external partners, and residents.

#### **Qualifications and Skills:**

- Post-secondary education (certification or diploma) in animal care, and/or municipal by-law/criminology from recognized institution or the approved equivalent combination of education and/or experience. Veterinary experience would be an asset.
- Experience working directly with wild, exotic, and domestic animals, including the humane and skilled capture, handling, and restraint of domestic, exotic, and wild animals. Responsible for the transportation of animals safely to shelters or other locations including sick and injured animals, and animals that present a risk to public safety.
- Provides care of animals in custody, including feeding/watering, and observing and reporting health and behaviour conditions. Administers animal health requirements.
- Ability to conduct sensitive and confidential investigations relating to by-laws, and provincial statutes objectively, fairly, unbiased and in a timely manner in accordance with the Township of Brock By-Law Enforcement Policy.
- Writes detailed, high-quality reports and correspondence setting out facts of a case cogently, objectively, and accurately and in appropriate detail, followed by a well-reasoned analysis and objective assessment of the evidence
- Experience or/proficiency in computer systems for case management, data input, information retrieval, and other information technologies related to animal services.
- Participates in the delivery of public education programs and animal services events.
- Promotes responsible pet ownership through the delivery of animal services programs.
- Utilizes computer systems for case management, data input, information retrieval, and other information technologies related to animal services.
- Completes all requisite inspections to ensure sanitation and organization of the work location, animal services equipment, supplies, and vehicles, to meet all health and safety standards
- Must possess and maintain a valid Province of Ontario, Class “G” Driver’s License
- Good physical condition, strength and agility are required for all aspects of the Animal Control Officer/Animal Care position, including long amounts of time spent driving, handling, and lifting animals, including deer, large dogs, and heavy articles (i.e., crates, aquariums, animal supplies) weighing up to 25 kg.
- Issues Orders to Comply and or Part 1 and Part III of the Provincial Offences Act for non-compliance of Municipal By-Laws, and the Dog Owners' Liability Act,
- Performs work in a safe, efficient, and courteous manner.

This is a Part-Time, Maternity Leave Contract Position. The Township of Brock offers a competitive salary commensurate with experience and qualifications.

If this information is required in an accessible format,  
please contact the Township at 705-432-2355.



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Interested applicants are invited to submit a covering letter and resume addressing how the outlined qualifications are met, marked confidential, by no later than **4:00 p.m. on Friday, May 24, 2024** to:

**Human Resources:** [hr@brock.ca](mailto:hr@brock.ca)

The Township of Brock is an equal opportunity organization committed to diversity and inclusion; we welcome applications from all qualified individuals, including persons with disabilities, racialized, Indigenous persons, persons of any gender identity and sexual orientation, and newcomers. We will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities.

If you require accommodation at any time throughout the recruitment process, please contact **Human Resources** in advance at:

[hr@brock.ca](mailto:hr@brock.ca)

We thank all applicants and advise that only those to be interviewed will be contacted. Personal information is collected under the authority of the Municipal Act and will be used to determine eligibility for potential employment.