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**Veterinarian-in-Charge (VIC)**

**Shelter & High-Volume Medicine**

**Reports to:** Clinic Director

**Supervises:** Associate Veterinarians, LVTs, Veterinary Assistants (clinical oversight)

**Classification:** Full-Time

**Employment Status:** Contracted Employee (see Employment Agreement)

**Primary Focus:** Shelter animals & high-volume services

**POSITION SUMMARY**

The Veterinarian-in-Charge (VIC) is responsible for providing medical leadership and regulatory oversight for Fredericksburg SPCA's shelter medicine and high-volume veterinary programs. This role focuses primarily on the medical care of animals in SPCA custody, including intake, population management, infectious disease control, and high-volume spay/neuter services. As VIC, this position serves as the primary veterinary authority for the organization, ensuring compliance with Virginia Board of Veterinary Medicine regulations, DEA requirements, and internal medical protocols. The VIC works in close partnership with executive and shelter leadership to support animal welfare, operational sustainability, and quality of care.

**DUTIES & RESPONSIBILITIES**

**Medical Oversight & VIC Responsibilities**

- Serve as **Veterinarian-in-Charge** in accordance with Virginia Board of Veterinary Medicine regulations.
- Maintain oversight of all veterinary medical protocols, SOPs, and standards of care related to shelter and high-volume operations.
- Ensure compliance with all federal, state, and local veterinary regulations, licensing, and recordkeeping requirements.
- Maintain DEA licensure and ensure proper inventory, security, and documentation of controlled substances.
- Provide professional credibility to FredSPCA's shelter and lifesaving programs.

**Shelter & High-Volume Clinical Care**

- Provide high-quality preventive and medical care to shelter animals, including:
  - Intake examinations and triage

- Medical rounds and treatment planning
- Population health management
- Perform high-volume spay/neuter surgeries and other surgical procedures for shelter animals.
- Oversee anesthesia, surgical flow, and post-operative care protocols.
- Advise, perform, or oversee humane euthanasia when necessary.
- Provide on-call coverage for shelter animal medical emergencies, as outlined in the employment agreement.

### **Leadership & Collaboration**

- Provide clinical leadership and guidance to veterinary staff and shelter personnel.
- Support training, mentorship, and professional development of LVTs and veterinary assistants.
- Collaborate with the Executive Director and Shelter Director on:
  - Intake planning and capacity for care
  - Emergency response planning
  - Staffing models and scheduling
- Respond to situations requiring immediate medical problem-solving.
- Act as an educator and mentor to staff across departments, fostering a culture of learning, collaboration, and continuous improvement in shelter medicine and animal care.

### **Organizational & Professional Expectations**

- Treat people and animals with respect and professionalism.
- Foster teamwork and cooperation across departments.
- Take immediate action to address safety concerns or noncompliance.
- Represent FredSPCA positively within the veterinary and animal welfare community.
- Perform other related duties as reasonably assigned in support of the organization's mission.

## **QUALIFICATIONS**

### **Required**

- DVM or VMD from an AVMA-accredited veterinary school.
- Licensed (or eligible for licensure) in the Commonwealth of Virginia.
- DEA license (or ability to obtain).
- Minimum 3–5 years of clinical experience, with strong preference for shelter medicine and/or high-volume practice.
- Demonstrated surgical proficiency.

### **Preferred**

- Prior experience serving as, or supporting, a Veterinarian-in-Charge.
- Experience in nonprofit, shelter, or high-impact community medicine settings.

## **WORK ENVIRONMENT & PHYSICAL REQUIREMENTS**

- Indoors in a high noise, climate-controlled facility, outdoors at a shelter, or on-location in the community or from home as a telecommuter.
- Use of laser printer, copy machine, fax machine, telephone.
- Regular exposure to animals, cleaning chemicals, fumes, dust, animal feces, bites, scratches

#### **COMPENSATION & BENEFITS**

- Defined in Employment Agreement.

#### **TERMS OF EMPLOYMENT**

This position is governed by a **separate written Employment Agreement**, which outlines term, compensation, notice requirements, performance expectations, confidentiality, and other conditions of employment. In the event of any conflict, the Employment Agreement shall control.