



Spay Neuter Clinic Assistant

Purpose: The East Bay SPCA is committed to the welfare of cats and dogs in the communities we serve. We strive to eliminate animal cruelty, neglect and overpopulation by providing programs and education that support people and companion animals. The Spay Neuter Clinic Assistant serves to assist the spay/neuter staff and veterinarian with the daily flow of surgeries.

Location: Oakland Spay Neuter Surgery Center: 410 Hegenberger Rd, Oakland, CA. Parking is available onsite.

Key Responsibilities:

- Preparing and autoclaving surgical packs
- Surgical instrument cleaning
- Restocking supplies
- Runner for supplies for doctor in surgery or tech on recovery
- Help move anesthetized animals to and from surgery
- Ensuring that patient cages and runs are sanitized and clean
- Bringing up animals for the owners at pick up
- Assisting in daily cleaning responsibilities, such as sweeping, mopping, and dusting
- Prep for next surgery day
- Laundry

Time Commitment:

- Weekly shifts are available on Wednesdays, Thursdays, or Fridays from 10am-12pm OR 1:30-3:30pm OR 3-5pm.
- We ask each volunteer to make a six-month minimum commitment, but we hope you stay longer!

Training:

- One-on-one training is provided.
- A shadow/training shift will be scheduled prior to volunteering to ensure the role is a good fit!

Requirements & Qualifications:

- At least 18 years of age.
- Commit to a regular weekly shift.
- Detail oriented.
- Wear name tag, apron or scrubs, and closed toed shoes at all times.
- Have the ability to learn quickly and work efficiently.
- Follow all organizational protocols and policies.
- Ability to work independently as well as in a team.
- Experience working with animals and/or in a clinic setting preferred, but not required.