



**VISION:**

Atlantic Canada's leading zoo that educates and inspires conservation action

**MISSION:**

Working together to enrich the lives of animals and to provide visitor experiences that inspire a connection to and action for nature

**VALUES:**

Sustainable, Diverse, Creative, Engaged, Leaders

**CORE ORGANIZATIONAL BEHAVIOURS:**

Accountability, professionalism, respect, and excellence

**CURATOR OF ZOOLOGICAL OPERATIONS**

Community Services - Magnetic Hill Zoo & Park - Job #P1250e

**CLOSING DATE: NOON – JULY 12, 2024**

Starting Salary range: 71,385 - 83,987

**JOB SUMMARY:**

This position reports directly to the Director, Magnetic Hill Zoo & Park.

Provides direct leadership and support to the Maintenance and Animal Care Teams of the Magnetic Hill Zoo and Park including meeting relevant zoo industry standards and City of Moncton procedures and policies. Practices hands on supervisory skills in a supportive capacity by modelling positive behaviours that demonstrate a commitment to the vision and mission of the facility.

Works with the Director and internal teams to facilitate the planning, coordination, communication, and execution of work on various capital and operation projects, infrastructure upgrades including general Zoo or Park contract workers. Plans, leads, and supports all departments in parkwide emergency, security, and safety standard operating procedures as required.

**APPLYING FOR THIS POSITION:**

The City of Moncton is an equal opportunity employer. Applicants must submit their application through an online system that can be found at [www.moncton.ca/careers](http://www.moncton.ca/careers). We thank all applicants for their interest; however, only those invited for interviews will be contacted.

For more information, please contact the Human Resources Department at 506-877-7707 or visit [moncton.ca/careers](http://moncton.ca/careers) for information on the hiring and application process at the City of Moncton.

**WORKING AT THE CITY OF MONCTON:**

The Magnetic Hill Zoo's 40-acre park provides a friendly environment for visitors to experience an appreciation for and connection to more than 70 indigenous and exotic species. The Animal Care team strive to provide excellent care and enrichment for the lives these animals. The Zoo is divided into four distinct areas: the Americas, Africa, Asia, and Discovery.

Throughout the year, the Zoo hosts special seasonal events and fundraisers. Educational programming is also available.

This position is a unionized position. The City of Moncton offers an attractive salary and benefits package in accordance to the City Hall Employees Association / PSAC Local 60200 Collective Agreement:

[CHEA Collective Agreement](#)  
[City of Moncton Salary and Wage Scale](#)

### **PRINCIPAL DUTIES AND RESPONSIBILITIES:**

- Ensures compliance with zoo and wildlife regulations provincially and federally, including WAZA, CAZA, AZA accreditation.
- Manages general site standard purchasing contracts and contractors (ex. security, janitorial, waste management).
- Manages all emergency and safety requirements including JOSH and Worksafe NB.
- Monitors Zoo and Park operational and capital budgets and provides regular reporting to the Director and appropriate teams as needed.
- Supports the goals, events and projects of the Visitor, Admissions, Education and Conservation teams.
- Remains up to date with industry best practices and trends. Represents the Zoo and Park in a professional manner at conferences, industry meetings and in general.
- Facilitates the development and completion of Operational and Capital Projects throughout the Magnetic Hill Zoo and Park. Develops project scopes of work and design, preliminary budgets and identify solutions to varied complex mechanical and structural issues. Ensures appropriate supervision of general contractors, various tradesmen, and technicians. Ensures communication between all Zoo and Park teams. Ensures that the general welfare of animals, employees and visitors is being considered and takes appropriate and reasonable measures to mitigate any impacts. Tracks and manages multiple projects, including construction and budgets, with a focus on deadlines and measurable outcomes.
- Develops and leads high-performing teams by setting expectations and providing regular feedback on best practices and industry standards for zoos.
- Monitors, establishes, and manages appropriate facility and asset maintenance programs for all animal holding facilities, enclosures and staff and guest services facilities.
- Ensures teams' compliance with all related regulatory agencies, collective agreements, and City of Moncton procedures.
- Manages and motivates the Animal Care team in providing world-class care for our diverse animal ambassadors.
- Assists with the development of strategic plans for animal management, health, and welfare, including measurable indicators of performance.
- Focuses on conservation, research and population management programs and partnerships aligned with the Zoo's mission and long-range collection plan.
- Develops, collaborates, and facilitates visitor animal experiences that enhance guest experience and mission.
- All other duties as assigned.

### **EDUCATION:**

- High School graduate or GED equivalency.
- Must have post-secondary education in Animal Sciences, Zoology/Biology, Veterinary medicine, Business Administration, or related field.
- Must be willing to acquire a Firearms License.

### **EXPERIENCE:**

- Must have a minimum of five (5) years of management experience in an accredited zoo or wildlife park managing animal care and maintenance/facilities teams.
- Management experience in preparing, planning, and managing industry accreditation and audits.
- Management experience in project management; managing facilities, maintenance programs and multiple zoo capital and operation projects focused on animal care, safety, and guest experience.
- Proven experience and leadership in zoo operational safety procedures and audits.
- Proven experience managing operational and capital budgets.
- Proven experience in inspiring, motivating and responsibly managing resources to maintain facilities, advance animal care and provide exceptional guest experiences.

### **LANGUAGE:**

- Ability to communicate effectively in both languages (oral; English and French) is required. Must meet INTERMEDIATE (2) Level as per the Province of New Brunswick Linguistic Standards in both languages as a minimum requirement.
- NOTE: In the event this competition poses difficulties in recruiting, candidates with BASIC PLUS Level English/ French language proficiency may be considered. (Candidates must meet the INTERMEDIATE (2) Level English/ French language proficiency within 2 years).

### **KNOWLEDGE, SKILLS AND ABILITIES:**

- Possess a current proven knowledge of zoo and wildlife industry practices and policies.
- Must be familiar with the Occupational Health and Safety Act and Regulations.
- Demonstrate success in building partnerships with other zoos, tourism providers, government agencies, local communities, academic partners, and others to develop and implement animal management initiatives.
- Demonstrate experience in managing unionized employees.
- Strong understanding and commitment to conservation of wildlife and to the missions of Modern zoos and wildlife conservation parks.

- Must have good working knowledge of Microsoft office (Word, Excel, Power Point, Outlook).
- Possess excellent verbal and written communication skills.
- Must be willing to interview with media and represent the Zoo and Park in the absence of the Director.
- Must be willing and available to respond to occasional emergencies during holidays, weekends, and evenings

**OTHERS:**

- Must have and maintain a valid New Brunswick driver's license Class 5

**CONTACTS:**

- Responsible for contacts with fellow employees, contractors, volunteers, the general public, staff of other departments, and other stakeholders at the Zoo. Must communicate regularly with outside agencies and groups, including various government departments including Natural Resources, Environment Canada, Canadian Food Inspection Agency, Department of Health, Work Safe NB, etc.

**SUPERVISION:**

- Responsible for directing and supervising the operation of all staff, including animal care and, maintenance teams on a daily basis.
- The position requires a self-starter and highly motivated person capable of working with minimal supervision.
- Responsible for supervision of crews in a unionized environment, including full time, students, and volunteers.
- May at times be responsible for assisting, supervising, and inspecting work carried out under private contract or through volunteers.
- Ensures that all employees are using necessary safety equipment and are following safety procedures relating to all Zoo functions.

**CONDITIONS OF WORK:**

- Hours of work shall be designated by CHEA contract with a regular 40-hour work week - Monday to Friday. Occasional periods of extended hours will be required to ensure facilities are operational and safe for public use.
- This position requires a high level of attention to detail and could become stressful at times.
- Improper decisions could affect the operation and safety of patrons visiting the Zoo.
- Good working environment with periods of labour in outdoor elements.
- The work requires moderate physical effort.
- The work requires tact and diplomacy in dealing with the public.