



**Foster Parrots, Ltd. &  
The New England Exotic Wildlife Sanctuary  
Hope Valley, RI**

**Date:** January 2021

**Employment Position:** Sanctuary Director

**Salary:** \$50,000

**Job Description:**

Foster Parrots, Ltd. is seeking to fill the full-time position of **Sanctuary Director at The New England Exotic Wildlife Sanctuary**, located in Hope Valley, Rhode Island. This is a physically and mentally demanding position but will be rewarding work for a person deeply passionate and devoted to the mission of the organization, capable of taking the initiative and stepping comfortably into a leadership role.

The Sanctuary Director works closely with the Executive Director and as a part of a dynamic team both inside and outside of the sanctuary to advance the mission of the organization and ensure that operations reflect our uncompromising animal welfare/animal rights values. Our ideal candidate is energetic, highly dependable and willing to make personal sacrifices when necessary to ensure that the care and safety of sanctuary residents are always prioritized. A positive and inspirational management style is mandatory, as is the ability to work with a diversity of unique and interesting personalities.

The Sanctuary Director is an avian/animal care-giver, a manager, an educator, an administrator and the central figure in a team of people devoted to providing a high quality of life for over 400 parrots and other exotics at The New England Exotic Wildlife Sanctuary.

**Your Responsibilities:**

- Working closely with the Executive Director to ensure the sanctuary facility is operating to its highest potential, and to advance the goals and objectives of the organization.
- Ensuring a high quality of care for birds and animals daily, paying special attention to diet, aviary enrichments, cleanliness and social support.
- Managing a staff of 4 and a crew of up to 50 volunteers with a positive and inspirational management style.
- Managing and adjusting the work schedule daily to ensure full coverage throughout the sanctuary.
- Ensuring that the facility is clean, tidy and presentable every day, both inside and out.

- Ensuring all facility operations are functioning optimally, including pellet stoves, wood-burning furnace, water systems, generators, electrical fencing, security systems, fire alarm systems and internet system.
- Scheduling, touring and educating visiting groups, families and individuals.
- Working as a part of a team to organize and orchestrate onsite events.
- Creating and maintaining community contacts for the benefit of the organization.
- Managing inventory, supplies and services.
- Interfacing with associate organizations both regionally and nationally.
- Light administrative duties including record-keeping, donation processing and budget management.
- Working onsite with our veterinarian, processing labs, medicating birds and animals when necessary and managing medical records.

**Qualifications:**

- Strong background in avian/animal care and welfare.
- Parrot handling experience will be prioritized. One must ultimately have the ability and confidence to handle all sizes and species of parrots, and to develop positive relationships with sanctuary residents.
- Vet tech or vet assistant experience is highly desirable; ability to medicate and provide supportive care to birds and animals as needed will be required.
- Strong management experience is required and a positive, inspirational management style is mandatory.
- Excellent written and verbal communication skills are needed.
- Computer proficiency and administrative capacity are required.
- One must have outstanding organizational skills, be detail oriented and have the ability to multi-task.
- One must have the ability to work and lead as a part of a dynamic and interactive team.
- One must have the ability to stand and work on your feet for multiple hours. Must be able to lift and carry up to 50 lbs.
- Holiday and weekend hours may be required, though we strive to work as a team to accommodate holiday plans or special events for staff members.
- All employees must be comfortable with unpredictable schedules, as the nature of working with animals requires patience and flexibility.

**Work Expectations:**

This is not a 40 hour per week job. This is a lifestyle investment. While we always strive to accommodate life events and personal needs outside of the sanctuary, the work responsibility for this position is “as needed.”

**Who We Are:**

Foster Parrots, Ltd. is a non-profit organization addressing the crisis of unwanted, abused and neglected parrots in captivity, and working to protect the freedom of those who remain in the wild. With our extensive academic and conservation connections, Foster Parrots has always transcended

basic rescue work. For nearly 30 years our uncompromising voice has earned us a leadership role as one of the most widely recognized avian rescue and advocacy groups in the U.S. What has always propelled us is our understanding that simply rescuing unwanted parrots barely scratches the surface. Animal abuse and abandonment are symptoms of the much more insidious problems endemic in human-animal relationships, and in global consumerist values that promote self-fulfillment at the expense of animals and the earth.

In 2007, Foster Parrots, Ltd. established The New England Exotic Wildlife Sanctuary on the abandoned site of what was formerly known throughout southern Rhode Island as "Chickadee Farms", a chicken egg and meat factory farm. This property, once a place of unspeakable suffering for millions of birds, has been transformed into 23 acres of peace and safety for over 400 parrots and other displaced exotic animals. Learn more at: [www.fosterparrots.com](http://www.fosterparrots.com)

**Benefits:**

- Option for On-site Lodging and utilities after 6 months

**How to Apply:**

Please send your cover letter and resume to [Karen@fosterparrots.com](mailto:Karen@fosterparrots.com)

Applicants who do not include a cover letter will not be prioritized.