

Job Title: Animal Inspector (Board of Health)	Hours Per Week: As needed	FLSA Status: Non-exempt
Reports to: Board of Health	Department: Board of Health	Grade: Stipend
Created Date: March 19, 2024	Revised Date:	Approved Date: March 27, 2024
Created by: Kathie Nickerson	Revised by:	Approved by: Select Board

**TOWN OF STERLING
ANIMAL INSPECTOR**

This is a part-time, non-benefited position with stipend compensation

SUPERVISION

Works under the supervision of the Health Agent and Board of Health.

REGULATIONS AND STATUTES

The Department of Animal Resources, Division of Animal Health enforces regulations regarding the prevention of the spread of rabies found in [330 CMR 10.00](#).

Authority for these actions is found in [Massachusetts General Laws Chapter 129: Livestock Disease Control](#).

RECOMMENDED MINIMUM QUALIFICATIONS

A municipal Animal Inspector should be reasonably experienced in the care and handling of domestic livestock animals, be generally experienced in their husbandry and be knowledgeable in the handling and care of other domestic animals such as dogs and cats. Knowledge and experience with common “urban wildlife” such as raccoons, skunks and bats that expose domestic animals and come under the jurisdiction of the MA Division of Fisheries and Wildlife will also prove beneficial.

Municipal Animal Inspectors should familiarize themselves with domestic animal import requirements. They should also understand local ordinances (sanitary codes, zoning laws, etc.) which may impact their duties within the municipality.

There is no scholastic, professional (i.e.: Veterinarians) or farm experience requirements for the position of Animal Inspector.

DUTIES

The primary duty of the Animal Inspector is rabies control in the domestic animal population. In order to effectuate rabies control, the Animal Inspector must address the following;

1. Domestic mammals, which have come in contact with, or have otherwise been exposed to the rabies virus must be reported to the Animal Inspector for assessment.
2. Depending upon the vaccination status of the domestic mammal involved, the Animal Inspector must determine the best course of action. The mammal may be either quarantined or euthanized. Quarantines last for 10 days.

3. If the mammal must be euthanized, it is the responsibility of the Animal inspector to ensure that the required specimens are properly submitted to the State Rabies Laboratory for testing and all subsequent documentation is filed in a timely manner.
4. The animal Inspector must quarantine any domestic mammal that bites a human or another domestic mammal, for a period of 10 days to determine the risk of rabies transmission.

The Municipal Animal Inspectors is also responsible for barn inspections and cattle reports. This includes;

1. Getting a good census of the domestic animal population of the town
2. Ensuring that all of the animals appear to be in good health and free from disease
3. Ensuring that animal housing is adequate and that ample food and water is available
4. Submission of the Department of Agricultural Resource's Cattle and Llama Permit. (This report must include the date and arrival of cattle, from out of state, which must be obtained by means of ear tag numbers.)

The Animal Inspector may also be called to assist with domestic animal disease quarantines, in the event of an outbreak.

This job description does not constitute an employment agreement between employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.