

Overnight Veterinary Technician Supervisor- ECC Tufts University

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Posted Aug. 12, 2025, set to expire Dec. 31, 2025

Job Title	Overnight Veterinary Technician Supervisor- ECC
Department	Cummings School of Veterinary Medicine
Institution	Tufts University Medford, Massachusetts
Date Posted	Aug. 12, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Emergency Medical Care Veterinary Medicine - General
Job Website	https://jobs.tufts.edu/jobs/22205?lang=en-us&iis=Job+Board&iisn=AcademicKeys
Apply By Email	
Job Description	

Overview

Cummings School of Veterinary Medicine at Tufts provides 24-hour care for pets 365 days of the year. Since 1985 we have offered high quality medical care, consultation, referral, and emergency veterinary services for the care of dogs, cats, exotic pets and large animals. We are currently hiring an experienced Veterinary Technician to be an intrinsic member of our leadership team in the Foster Hospital for Small Animals Emergency and Critical Care department.

What You'll Do

The Veterinary Technician Supervisor in ECC is responsible for assisting in directing the daily function and smooth operation of the Small Animal ECC Service. This position ensures that high-quality

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technical assistance will be provided to all patients presented to the service as well as providing excellent internal and external customer service. Technical duties include caring for critical and emergent patients presenting to the ER and hospitalized in the ICU, teaching, and assisting veterinary students in correct technical procedures; ensuring that support staff stay abreast of new techniques and are capable of effectively training veterinary students; and promoting quality service to all ECC customers. Administrative duties include the coordination and scheduling of technical staff to meet the needs of the Service for critical and emergency cases in the Small Animal Hospital. This position recommends changes and makes proposals for improvements which will enhance the production and operation of the ECC Service. This position will promote, facilitate, and develop a team spirit and productive workforce. This requires frequent, clear communication with direct reports as well as the supervisory and leadership team.

The Overnight Veterinary Technician Supervisor Essential Functions will be:

Patient Care - Provide high quality patient care including the following:

- In collaboration with other department supervisors and shift leaders, oversee the clinical care provided by veterinary technicians throughout the section.
- Monitor, manage and implement treatment plans as ordered by clinicians to ensure prompt delivery of high-quality patient care.
- Assist clinicians, students and veterinary technicians with procedures and treatments.
- Collaborate with administrative and clinical care team members throughout the hospital to coordinate and prioritize patient care.
- Ensure the completion of diagnostic testing as ordered by clinicians including bench-top lab tests.
- Provide technical assistance for clinical, academic and research.
- Ensure effective communication with Clients to provide education, explain treatment plans and review discharge instructions including medication administration.
- Instruct veterinary students and student technicians in all technical aspects of patient care.
- Assist in training, orienting and mentoring new Veterinary Technicians in all aspects of the department.

Leadership and Management – Leadership responsibilities will be administered primarily on the clinic floor but will also include designated administrative time off the floor. The specific allocation of time will depend in the needs of the Service and the Hospital.

- Collaborate with team members, Veterinary Technician Supervisors, Section Heads and Hospital Administration to ensure the successful operation of both the assigned section and the Small Animal Hospital at large.

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- Oversee the allocation of veterinary technician resources including all scheduling needs.
- Foster an environment of open communication, trust and respect. Conduct and attend team, section and supervisor meetings and meetings with individual team members to enhance communication.
- Oversee the recruiting and interview process for new veterinary technicians.
- Oversee the training and on-boarding of new staff. Ensure that new team members understand the processes and protocols of the clinical operations.
- Provide feedback and coaching to individual veterinary technicians to enhance professional growth and improve performance. Offer feedback to the entire team to help develop healthy interpersonal dynamics within the group. Organize continuing education events for team members.
- Address questions and troubleshoot issues raised by the veterinary technician team. Elevate issues to administration as appropriate.
- Lead the annual performance planning and evaluation process for the veterinary technician team. Recommend merit increases and promotions for veterinary technicians.
- Oversee section finances including overtime budget, supply purchasing and weekly payroll.
- Oversee management of the controlled substance inventory.

Departmental and Additional Responsibilities:

- Cleaning and stocking of supplies and equipment in all assigned areas.
- Complete projects as assigned by supervisor.
- Facilitate the maintenance of clinical equipment by identifying malfunctioning equipment and scheduling service.
- Participate in Departmental and Hospital-wide initiatives as required

What We're Looking For

Basic Requirements:

- Associates Degree or equivalent plus 5 years related work experience
- Certified Veterinary Technician in good standing
- Demonstrated leadership skills and resourcefulness.
- Advanced technical ability and strong knowledge of emergency and critical care.
- Demonstrated ability to provide exceptional service to both internal and external customers.

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- Highly motivated enthusiastic self-starter with a professional attitude
- Ability to work in a busy, stressful environment with diverse personalities while maintaining a calm, professional demeanor.
- Exceptional interpersonal and communication skills with the ability to work effectively as a member of a diverse team of clinical and administrative professionals.
- Fundamental understanding of Human Resource principles, practices and regulations.
- Comprehensive understanding of medical terminology and veterinary pharmacology.
- Monitor and troubleshoot physiological patient parameters.
- Experience with Microsoft Office and Hospital based programs.
- Ability to lift up to 50 lbs. with or without accommodation.

Required technical skills include:

- Advanced IV catheterization
- Phlebotomy
- Dosage calculations
- Fluid therapy
- Anesthesia for emergency room procedures
- Be able to independently initiate steps to perform CPR in absence of an attending veterinarian
- Must have thorough understanding of: mechanical ventilation, CPR, pharmacology, and transfusion medicine.
- Must be able to calculate and administer CRIs when directed by the veterinarian in charge.

Preferred qualifications:

- Bachelor's or associate degree in Veterinary Technology preferred
- 5 or more years experience in Emergency and Critical Care in a referral or academic hospital
- Previous veterinary technician supervisory or leadership experience
- VTS (ECC) certification or certification-eligible.
- RECOVER BLS and ALS certified
- Exotic animal handling skills. Exotic animals include birds, rabbits, ferrets, guinea pigs, rodents, special small mammals (such as chinchillas or hedgehogs), reptiles, and amphibians.

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Pay Range

Minimum \$33.00, Midpoint \$39.30, Maximum \$45.60

Salary is based on related experience, expertise, and internal equity; generally, new hires can expect pay between the minimum and midpoint of the range.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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