

# Fact Sheet



## Work Experience in Animal Care

Work experience opportunities are available at the Campaspe Animal Shelter to support aspiring animal carers.

For those contemplating or pursuing a vocation in the field of animal care, securing work experience is a valuable aspect of career development.

Recognising this, the Campaspe Animal Shelter is pleased to offer work experience placements to suitable candidates.

Work experience placements are generally available for tertiary and high school students.

Work experience students will work alongside Shelter staff, leaning and assisting with everyday tasks including:

- Daily feeding, watering and inspection of animals
- Daily cleaning of animal housing areas
- Administering of medication and treatment
- Exercising and enrichment of animals
- Restraint of animals during treatment
- Record keeping
- Grooming of animals
- Laundry and general cleaning

### What students can expect

Students can expect to develop new and improved skills in caring for animals. The range of tasks will depend on the student's age, learning capacity, and level of experience in working with domestic animals.



Training will focus on key aspects of working in animal care roles, including:

- Essential care requirements for domestic animals
- Sound hygiene practices
- Occupational health and safety
- Complying with statutory requirements for animal shelters and pounds
- Ethical decision making for animal health and welfare

### Conditions of placement

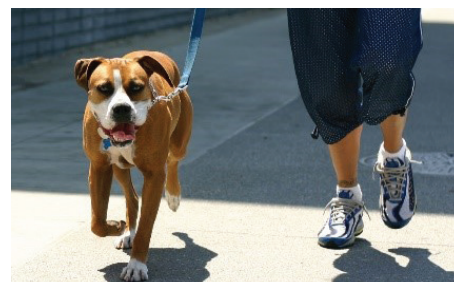
Placement is only available to students from approved educational institutions (usually public/private schools, TAFE, universities and other group training institutions).

Neat, comfortable clothing, long pants, gumboots and enclosed shoes must be worn.

A 'Workplace arrangement' form must be completed by the educational institution.

Information obtained whilst undertaking a work placement is deemed confidential and must not be shared. This includes information about the circumstances of animals in the shelter.

Students should also understand that working with animals can involve safety risks, and must therefore follow all safety instructions provided by shelter staff.



Updated 5 April 2019

# Fact Sheet

## Placement hours

### Tertiary students

Tertiary students will typically need to undertake 80 hours of contact work experience as part of their course.

Tertiary work experience at the Campaspe Animal Shelter is available Monday - Friday only.

Work hours are:

Monday - Thursday 8.30am - 5.30pm

Friday 8.30am - 4.30pm

(45 minute lunch break).

### High school students

High school students will usually complete one week of work experience (Mon to Fri) during the hours of 8:30am-4:30pm.



## How to apply for work experience

Students are requested to provide as much notice as possible - eight weeks in advance is preferred. Application information is available on Council's website (see 'Contact' section below).

### Process:

- Download the Workplace Learning & Confidentiality Agreement, print and complete.
- Attach your resume/CV.
- Attach the completed educational Institution Workplace Arrangement form provided by your school / TAFE / university.
- Provide your completed documents via email, mail or in person (marked Workplace Learning Application).
- Return documents to Council:

**Email:** [shire@campaspe.vic.gov.au](mailto:shire@campaspe.vic.gov.au)

**In person:** any customer service centre

**Mail:** PO Box 35, Echuca, 3564

Given the popularity of the Shelter for work experience placements, it may not always be possible to accommodate all applicants. If suitable, other work experience opportunities at Council may be offered.

## Contact

You can obtain further information on work experience on Council's website or by speaking with staff at the Campaspe Animal Shelter

### Location

530 McKenzie Road, Echuca  
(part of the Echuca & District Livestock Exchange site)

### Adoption hours

Monday - Thursday	10am - 5.30pm
Friday	10am - 4pm
Saturday	9am - 12.30pm
Sunday	10am - 12pm
Public Holidays	10am - 12pm

### Shelter hours

Monday - Thursday	10am - 6pm
Friday	10am - 4.45pm
Saturday	9am - 1pm
Sunday	10am - 12.30pm
Good Friday	Closed
Christmas Day	Closed

### Contact

**Phone**  
03 5480 3005

### Website

Go to [campaspe.vic.gov.au](http://campaspe.vic.gov.au) and click **Work experience** under the **Work** tab