
327 Manitou Avenue
Manitou Springs, CO 80829



719-362-4600
www.HappyCatsHaven.org

Job Title: Colony Care Assistant

Job Type: Part-time

Join our mission to give every cat a chance at a forever home!

Happy Cats Haven is a non-profit, Fear-Free cat rescue and adoption center that believes in creating a low-stress, loving environment for every feline in our care. We're currently seeking a **Colony Care Assistant** to join our dedicated team and help keep our shelter clean, healthy, and cat-friendly.

What You'll Do:

As our Colony Care Assistant, you'll be an essential part of our shelter care team, responsible for creating a clean and safe environment for our cats, volunteers, and visitors. You'll help us ensure that all cleaning and care is done with compassion and in accordance with our high standards for feline welfare.

Key Responsibilities

- **Cat Care:** Provide food, water, and clean litter boxes for our shelter cats.
- **Shelter Cleaning:** Clean and disinfect colonies, condos, cages, dishes, and laundry according to Happy Cats Haven (HCH) protocols. Monitor and report on cleaning supply needs.
- **Deep Cleaning:** Assist the Cleaning Coordinator with deep cleaning and general maintenance tasks as needed. Use PPE such as gloves and masks as required.
- **Medical Support:** Assist with cleaning Isolation and Quarantine rooms and high-risk housing using Fear Free handling practices. Assist with administration of medications, special diets, and additional medical assignments.
- **Cat Socialization:** Spend time daily with cats to strengthen the human-animal bond; report any behavioral or health concerns to the Director.
- **Team Leadership:** Guide and direct volunteers in daily cleaning tasks. Distribute supplies to foster families as needed.

Qualifications

- Passion for animal welfare and a commitment to the mission of Happy Cats Haven.
- Experienced in handling and caring for cats in a calm, compassionate manner.
- Physically capable of lifting and safely carrying up to 50 pounds.
- Able to work on a ladder and perform repetitive tasks such as cleaning and laundry.
- Organized, detail-oriented, and able to manage your time efficiently.
- Comfortable leading or directing volunteers during shifts.
- Familiar with animal shelter or veterinary environments (preferred but not required).

Benefits & Work Environment

- Salary: \$14.81 per hour
- Part-time: 5-8 hours per week
- Schedule: Saturdays plus fill in on an as needed basis
- Be part of a passionate, cat-loving team and gain experience in a Fear Free animal care environment
- Supportive and welcoming workplace culture

To Apply

Please submit your resume detailing your experience and why you're a great fit for this role to office@happycatshaven.org.

We welcome all applicants who are dedicated to animal welfare and **ready to get their paws dirty for a great cause!**