

NORTH CAROLINA VETERINARY MEDICAL BOARD

Keith West
Executive Director
Matthew W. Skidmore
Board Attorney



Azure D. Holland, DVM - President
Raleigh
Allen L. Cannedy, DVM – Vice President
Hillsborough
Robin A. Lazaro, RVT – Secretary/Treasurer
Raleigh
Andrea Gentry-Apple, DVM
Mebane
Edward L. Faulkner, DVM
Waxhaw
Ronald J. Komich, DVM
Greensboro
Timothy Gold,
Conover
Michael Martin, DVM
Raleigh

November 27, 2024

Advertisement for Deputy Director

The North Carolina Veterinary Medical Board is seeking a Deputy Director. Duties would include:

- Drafting rules
- Introduce Board approved rules to the Rules Review Commission
- Update/Maintain Website
- Update/Maintain email accounts
- Maintain Practice Act (Statutes and Rules)
- Continuing Education (CE) Course Approval
- Review CE Hardship Request
- Review Complaints
- Schedule full time office staff
- Perform other duties as assigned by the executive director and board members

Salary Range: \$50,000 – \$65,000

Medical and dental insurance provided.

The employee is expected to be professional, possess good interpersonal communication skills, work efficiently without direct supervision, be well organized, a self-starter, and have good computer skills and technical competency. This position would be allowed to work remote, when training is completed, as determined, and approved by the Executive Director.

Questions regarding the position and cover letters with resumes can be sent to the NCVMB Executive Director, Keith West, at: kwest@ncvmb.org.

This position will remain open until filled.

The NCVMB is an Equal Employment Opportunity employer.

1611 JONES FRANKLIN ROAD, SUITE 106
RALEIGH, NORTH CAROLINA 27606
919-854-5601 • FAX 919-854-5606