



ERIC GARCETTI
MAYOR

MEMORANDUM

To: The Honorable Members of the City Council
c/o City Clerk

From: Eric Garcetti, Mayor *EG*

Subject: Exemption Request of one (1) Animal Collection Curator for the Zoo
Department

Date: June 4, 2020

The Zoo Department (Zoo) requested that the Mayor approve the exemption of one (1) new position of Animal Collection Curator, Class Code 4308, in accordance with Charter Section 1001(b), from civil service as management, professional, scientific, or expert services exemptions. On May 26, 2020, the Mayor's Office asked the Personnel Department to review the Zoo's request.

Charter Section 1001(b) allows up to 150 persons to be exempt, of which 144 are approved. Approval of this request will increase the count. As of the date of this letter, this request will be in the 145th position of the 150 exemptions. There are an additional 50 exempt positions added by the City Council pursuant to Charter Section 1001(b)(4), of which 9 are filled.

The Animal Collection Curator, also known as the General Curator, will be responsible for managing, directing, and coordinating all functions of the Animal Care Division, which provides the animal care, husbandry, nutrition and enrichment for approximately 1,400 animals in the Zoo's collection; and oversees all behavioral research, conservation and animal records management at the Los Angeles Zoo. The Animal Collection Curator will report directly to the Zoo General Manager; supervise five curatorial positions, the Zoo Research and Conservation Director, and an administrative support position; prepare and manage the division budget; as well as develop and modify all animal-related policies and procedures.

Honorable Members of the City Council

June 4, 2020

Page 2 of 2

The Animal Collection Curator position requires graduation from an accredited four-year college or university with a major in zoology, biology, or a closely-related field; and three years of full-time paid professional zoo experience as an Assistant Curator, Curator, Assistant Zoo Director, or Zoo Director; or three years of full-time paid experience as a Senior Animal Keeper.

The exemption of this position will allow the Zoo the flexibility to recruit and select the best qualified candidate who possesses the necessary experience and expertise for the position. The duties and requirements as described are appropriate to the class of Animal Collection Curator.

Based on my review of the Zoo's request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of an Animal Collection Curator and transmit my action to the City Council, pursuant to City Charter Section 1001(b)(1). If the exempt position is not filled within six months, the Mayor's approval for the department to fill the position may expire.

EG:alg

cc: Denise M. Verret, General Manager, Zoo Department
Ana Guerrero, Chief of Staff, Office of the Mayor
Heleen Ramirez, Legislative Coordinator, Office of the Mayor
Wendy Macy, General Manager, Personnel Department