



Dane County Humane Society
Volunteer Position Description

Job Title: **CANINE COMPANION - PURPLE**

Reports to: Volunteer Training Coordinator

Trained by: Trained Staff/Volunteers

Scope of Position: This position supports Dane County Humane Society's mission and core values by assisting with the overall care of shelter dogs by providing a clean and enriching environment for dogs during their stay at Dane County Humane Society.

Duties and Responsibilities:

- Care for shelter dogs labeled 'Purple' who are generally friendly to strangers, by participating in specifically outlined duties including spot-cleaning kennels, enrichment activities, dishes and laundry, potty breaks and other care duties as needed
- Spend quiet time with specified dogs in their kennels, in the dog yards or on dog trails after initial care responsibilities have been completed for all dogs
- Help facilitate best practices for dogs by sharing information on your interactions with and observations of specific dogs with staff and other volunteers, both verbally and in writing
- Help to direct visitors to the *Adoption Center* for adoption inquiries

Requirements:

- Minimum age of 18 years old
- Reliable attendance and ability to work independently required
- Have high-level English reading, writing, spelling and communication skills
- Have the ability to understand, remember and follow instructions and procedures; and the ability to ask questions when appropriate
- Ability to take direction from staff
- Ability to hear and see the communications from the dogs you interact with in the shelter for safety purposes
- Friendly and positive attitude
- Ability to squat, bend, twist, lift or stand for up to two hours, and to move quickly if needed
- Has completed one (1) Introduction Training shift and two (2) Canine Companion Housekeeping shifts

Training, Schedule and Commitment:

- Attend all training sessions and continuing education as required of this position which includes one (1) Purple Introductory shift and two (2) Hands on Training shifts with a Purple trainer
- Participate in ongoing evaluation of the program
- Shifts include:
 - Monday, Tuesday, Thursday or Friday: 7-10am, 10am-1pm, 1-4pm or 4-7pm
 - Wednesday, Saturday or Sunday: 7-10am, 10am-1pm, 1-3pm or 3-5pm
- Consistent attendance required. There are procedures in place if you need time off due to illness, vacation, work or other causes. Our expectation is that you will make up any missed time.
- Commitment of one (1) two or three hour shift worked per week for a minimum of twelve (12) months