



VOLUNTEER POSITION DESCRIPTION

Position: Dog Team Attendant

Locations: Gold Coast, Beenleigh, Ipswich, Willawong, Warra (Bracken Ridge)

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| GOLD COAST | 8:00am – 12.00pm (Mon to Sun) | 12.00pm – 5.00pm (Mon to Sat) |
| BEENLEIGH* | 8:00am – 12.00pm | 12.00pm – 4.00pm |
| IPSWICH | 8:00am – 12.00pm | 12.00pm – 4.00pm |
| WILLAWONG | Weekday: 9:00am – 1.00 pm Weekend: 8:00am – 12.00pm | Weekday: 1:00pm – 5.00 pm Weekend: 12:00pm – 3.00pm |
| BRACKEN RIDGE | Weekday: 9:00am – 1.00 pm Weekend: 8:00am – 12.00pm | Weekday: 1:00pm – 5.00 pm Weekend: 12:00pm – 3.00pm |

Please note shift times may be adjusted to accommodate any onsite changes at each AWLQ location. We will endeavour to keep these times updated in a timely manner.

Reports To: Dog Team Staff Member / Volunteer Team Leader

Responsibilities: This volunteer position exists at each of our AWLQ Rehoming Centres working closely with AWLQ staff within the Dog Rehoming Teams. This position involves the physical daily cleaning of our dog pens, as well as providing essential care and enrichment of the dogs at our shelters. This is a hands-on role and includes tasks such as: pooper scooping, hosing and squeegeeing pens and walkways, daily feeding and walking the dogs in the yards, equipment cleaning and upkeep, rubbish management and disposal as well as assisting with linen and laundry requirements. Hygiene control is critical component of this role and requires volunteers to adhere to strict protocols and procedures throughout their shift. This position ensures that the animals have consistency with routines, feeding, water, bedding, enrichment and love and is ultimately responsible for the clean presentation of the dog rehoming area.

Suitable candidates applying for this volunteer position would be self-motivated, comfortable working in a fast-paced, team environment and driven to provide a high level of animal care, demonstrating an understanding of the aims and objectives of the AWLQ. We are seeking reliable volunteers who are efficient, exhibit a courteous manner, a good attitude and a hard working nature.

** Please note our AWLQ Beenleigh Animal Rehoming Centre focusses on rehoming dogs on a behaviour management program. Volunteers may have limited access to some dogs, as those on this program may be "Staff Only" access. Additionally, volunteers at this centre MUST be extremely confident, calm and skilled with large boisterous dogs. They will need to follow the directions and lead of staff members at all times.*

NOTE: This role predominantly requires the handling of animals and we request you consider your suitability if you have an animal related allergy.

Team Fit: Please note that while this role can be very rewarding, at times contributing to the shelter environment can be challenging due to the nature of our lifesaving work, and creating a brighter future for all companion animals in need. Please refer to the Volunteer Capability Profile requirements below.

CAPABILITY PROFILE

Physical Capacity:

- High level physical fitness with the ability to perform a wide range of manual handling tasks
- High level of manual dexterity, ability to manage multiple objects at once.
- Ability to walk unaided on grounds, pathways, grass, stairs and sometimes slippery and muddy pathways and yards.
- Clear vision, ability to see animal's body language, see obstacles and hazards.
- Ability to hear if an animal is in distress, giving low sounds or initial warning sounds that the animal is indicating fear.

Interpersonal and Communication Skills:

- Highly developed communication and interpersonal skills.
- Hardworking and show initiative when required.
- Positive attitude, calm and comfortable engaging with people.
- Flexibility and resilience, the ability to cope with various changes, a busy working environment and a demanding schedule.
- Gentle and mature disposition with demonstrated affinity with animals.
- Not bothered by strong smells or getting dirty.
- Attention to detail particularly regarding procedures, hygiene and sanitization.

Safety:

- Ability to comply with Standard Operating Procedures, Workplace Health and Safety Guidelines
- Work in a safe manner without risk to themselves, others or the environment.
- Correctly use all personal protective equipment provided.
- Comply with all emergency and evacuation procedures, respond appropriately to safety incidents

Autonomous / Unsupervised Capacity Required:

- Demonstrated ability to take direction from team members in supervisory roles.
- Ability to work autonomously while managing your own time effectively.
- Ability to work as part of a team.

Skills gained: Experience working with animals in a fast paced rehoming environment plus a variety of dog handling, training, enrichment and animal care techniques.

Performance Goals: At the end of 3 months with a minimum of 48 volunteer hours, be assessed prior to graduating to become a regular volunteer.

Time Commitment: Attend the same shift every week for a minimum of 3 months.