



## **PET ALLIANCE OF GREATER ORLANDO VOLUNTEER POSITION DESCRIPTION**

**POSITION:** Hound Around Town

**SPECIAL CONDITIONS:** Minimum 6 hours of availability per month. Availability is flexible and can be paired with another volunteer position.

**REPORTS TO:** Volunteer Coordinator and Manager

### **CUSTOMER SERVICE EXPECTATION:**

Every volunteer action performed impacts customer satisfaction, and this has a direct impact on the success of the Society. Providing excellent customer service to both internal and external customers is considered a critical part of being a volunteer.

### **FUNCTION:**

Pet Alliance of Greater Orlando's **Hound Around Town** program is a unique opportunity to enrich the life of a shelter dog by taking them out of the shelter and into the community. Not only is it a nice day out for **you**, but our shelter dogs will be **furever** grateful for the chance to relax out of the shelter environment, sniff all **Pet Alliance** approved sights, and get exposure to adopters.

### **RESPONSIBILITIES:**

1. Take dogs out 2 hours or so at a time to any dog friendly location. NO DOG PARKS OR OFFLEASH AREAS.
2. Make sure you have a water bottle, treats, poop bags, and the dog is on a weiss walkie
3. Must be able to handle dogs on a leash (do not have to be a bark buddy to participate, volunteers and staff can assist you getting the dog out of the kennel).
4. Pick up times are 9am - 3pm daily
5. Dogs must be back by 5pm
6. Post to social media/send pictures to volunteer staff
  - Use #houndaroundtown

### **QUALIFICATIONS:**

- Minimum age of 18
- Volunteers 13-17 years old can get hours and accompany their parent/guardian
- Parent/Guardian must hold the leash at all times

- Attend open house
- Must watch Hound Around Town Video
- Ability to communicate with a variety of people effectively and without judgement or making negative remarks
- Must have reliable transportation
- Must be available via phone at all times

<https://youtu.be/ZfQlyT4DCGg>

**KNOWLEDGE, SKILLS, AND ABILITY:**

- Highly motivated toward the welfare and humane treatment of all animals
- High level reading, writing, spelling and communication skills in English
- Ability to communicate effectively with the public and staff
- Agreement to support Pet Alliance of Greater Orlando policies and procedures

**PHYSICAL AND MENTAL DEMANDS:**

- Safely handling small to extra-large dogs in a shelter requires average vision, hearing, steadiness of hands/body, quick reflexes, physical strength and mental alertness.
- The physical demands of this position also require standing, walking and bending for extended periods of times. Lifting requirements of up to 50 pounds

**WORKING CONDITIONS:**

- This position will involve working offsite in the community, but also being at the shelter in the dog kennels.
- This position requires moving between rooms and buildings that may result in increased exposure to extremes in temperature.
- Position requires frequent and routine public contact as well as the ability to multi-task and maintain safe animal handling techniques under conditions that can be fast paced (if the dog is taken to a public place)

**This list of essential functions is not intended to be exhaustive. Pet Alliance of Greater Orlando reserves the right to revise this position description as needed to comply with actual position requirements.**

*Pet Alliance of Greater Orlando is an equal-opportunity employer, a drug-free workplace and compliant with ADA accommodations. Regardless of race, color, marital status, sex, sexual orientation, gender identity, genetic information, age, religion, national origin, disability, veteran's status, military leave, or other characteristics protected by applicable federal, state, or local law, Pet Alliance of Greater Orlando affords equal opportunity to all qualified Employees, Volunteers and applicants. We stand together in our dedication to the well-being of animals and pet owners, embracing their diversity as well.*