

Trainer, Puppy Development

Full Time, Permanent

Victoria, BC

Compensation: \$57,768 - \$72,210

Reports to: Manager, Early Canine Development

Direct Reports: No

Join us in our mission to change what it is to be blind in Canada.

Founded in 1918, CNIB is one of Canada's oldest charities. We believe our new strategic plan, **The Way Forward**, will once again revolutionize the way we serve and support our community from coast to coast. Working with us means that you'll be part of an ambitious, diverse team that's committed to changing what it is to be blind today.

We're looking for a mission-driven Trainer, Puppy Development who is passionate about creating more accessible, inclusive, and equitable communities across Canada where people with low vision have unlimited opportunities and can experience life free from barriers and discrimination.

Your Impact at CNIB

- Recruits, interviews and takes responsibility for the selection of Puppy Raisers and boarders. Ensures that supporter resources are in place to meet the planned allocation of puppies. Trains and supports the volunteers throughout their puppy raising careers to ensure their on-going development and performance management.
- Assesses, monitors and records all of the puppies' social, educational, temperamental and physical development. Maintains accurate and current documentation including progress and health records.
- Manages the placement of puppies to the puppy raisers within their club. Identifies puppies that are ready for intake into training and recommends those that should be withdrawn.
- In collaboration with the Manager Early Canine Development, plans, organises and conducts training classes on a regular basis to provide best practice, education and support to Puppy Raisers and boarders. This includes identifying and negotiating the cost of suitable venues.

- Identifies temperamental and behavioural issues and ensures the application of appropriate solutions. Highlights all health issues and promptly refers them to be reviewed. Recommends appropriate time and place for castration and spaying.
- Investigates and documents all complaints and accidents relating to puppies and Puppy Raisers and takes appropriate action, in line with current Health and Safety policies.
- Any other activities relevant to the role that will positively impact what it means to be blind and partially sighted today

Who you are:

Education and Experience

- High school or the equivalent. Certification in an appropriate subject is desirable. Accredited learning in the areas of animal welfare or behaviour. Accredited learning in the field of people management. Accredited learning in the area of teaching or mentoring.

Knowledge and Skill Requirements

- Previous experience supervising a puppy raising club for an International Guide Dog Federation (IGDF) of Assistance Dogs International (ADI) certified member organization required.
- Previous experience in the areas of animal welfare or behaviour. Previous experience in the field of people management. Previous experience in a teaching or mentoring role.
- Current valid driving licence.
- Demonstrate excellent interpersonal skills. Communicate effectively using a good standard of written and verbal English. Able to demonstrate aptitude for puppy and dog handling. Able to practically apply theoretical knowledge. Able to undertake demands of the role. Including walking long distances and controlling and walking with a range of dog breeds, ages and temperaments. Team player and able to work independently. Able to apply a professional approach and comply with policies and procedures.
- Basic skills in Microsoft Office software including Excel, Outlook, PowerPoint, and Word
- Knowledge of the local club area.
- Eligibility to work in Canada.
- Personal or professional experience relating to blindness and sight loss is considered an asset.
- Personal or professional experience working with assistive technology and/or accessible environments is considered an asset.

Work Environment

- Able to meet the requirements of the training program in terms of work hours plus any required travel or periods of working away from home. Overnight hotel stays away from home. Able and willing to work unsociable hours and support promotional events.
- Comfortable with dogs in the workplace/office.
- The successful candidate will be required to carry out other such duties as may reasonably be required, commensurate with the grade of this position. All employees will be expected to excel in being customer centric and advocate for CNIB at all times.

Perks

We offer industry leading comprehensive and competitive Total Rewards packages and a wide range of perks, including:

- Flexible and hybrid working arrangements and schedules.
- Opportunities for professional development and growth, including internal inclusion, diversity equity and accessibility (IDEA) initiatives.
- Group insurance benefits include dental, health and vision care.
- Enticing internal employee referral program.

Be Part of Our Mission

If this sounds like the role for you, send your application to Andrea.Critch@cnib.ca, indicating the position title in the subject line.

Closing date: December 31, 2026

Please note that while we invite applications from all interested and qualified applicants, we are unable to follow-up with every applicant.

Working Together for Change

Our diversity is our strength – we take pride in our inclusive workplace. We are committed to recruiting and selecting candidates through fair, transparent, and accessible practices. We strongly encourage applications from members of groups that have been historically disadvantaged and marginalized, including but not limited to Indigenous peoples, racialized persons, persons with disabilities, people who are blind, partially sighted, or Deafblind, and those who identify as women and/or 2SLGBTQ+.

CNIB is committed to accommodating applicants with disabilities and will work with applicants requesting accommodations at any stage of the hiring process.

Learn more about our mission [here](#).

