



Job Title: Puppy Program Coordinator/Trainer

Reports To: Director of Canine Operations

Overview: Canine Partners of the Rockies (CaPR) is a 501 (c)(3), service dog school, accredited through Assistance Dogs International (ADI). CaPR has been enabling people with disabilities in Colorado to live more independent and fulfilling lives with support from highly skilled assistance dogs since 2002. As CaPR expands its programs, it is looking for a knowledgeable and skilled individual to coordinate and expand the puppy program, work with volunteer raisers and assist in the advanced training dog program.

CaPR believes learning should be motivating and fun. Canine Partners of the Rockies uses positive reinforcement to build trusting and respectful relationships between dogs and people. This position is responsible for the day-to-day coordination of the puppy program, working with puppies, volunteers (puppy raisers and sitters) and with other trainers to teach advanced skills to dogs selected for assistance dog careers. As a trainer, this position also participates in training clients to work with their new assistance dogs.

Responsibilities:

- Be first point of contact for volunteer Puppy Raisers/Sitters (fosters)
- Recruit and interview new fosters
- Evaluate and match puppies with volunteer fosters.
- Manage puppy records and reports and update puppies' data
- Coordinate and participate in training, classes and field trips in conjunction with staff and other trainers
- Assess and evaluate puppies prior to acceptance in advanced program
- Participate in continuing education, outreach, and presentations
- Participate in placement interviews, training and coaching with clients (Team Training)
- Coordinate transport and care of puppies
- Teach group puppy classes

Requirements:

- Represent CaPR and the assistance dog industry to the general public in a positive and informative manner
- Collaborate with staff and other trainers throughout each dog's education and placement
- Teach, proof and fine tune all cues specific to each dog's placement using clicker training methodology and principles
- Maintain timely and accurate records
- Communicate clearly with staff and volunteers in a timely manner

Qualifications:

- Outstanding verbal communications skills with people and dogs
- Experience with solving complex problems ("critical thinking")
- Attention to detail and sound initiative
- Applied understanding of operant, classical and counter conditioning
- Attention to detail
- Good verbal and written communication

Preferred:

- At least 1 year of Clicker Training hands-on experience
- Experience with an accredited assistance dog school

This position is required to balance, stand, bend, kneel, crouch, stoop, crawl, run and perform various physical motions with her/his hands, arms, shoulders and legs in order to train and test dogs. This employee must also be able to use all equipment required to train assistance dogs, as well as verbally communicate clearly with volunteers, staff and clients. The employee must also be able to lift and move up to 50 pounds. Must be fully vaccinated against COVID 19.

Benefits: Medical Insurance, Dental, ADD, LTD, 401k with match, paid time off, holidays

Hours: 40 hours/week with some weekend and evening hours as needed

Salary: \$42,000 - \$46,000

To Apply, please send cover letter and resume to
info@caninepartnersoftherockies.org