



SERVICE AND HEARING DOG PROGRAM MANAGER

Background:

Pacific Assistance Dogs Society (PADS), is a registered charity that provides professionally trained assistance dogs to persons with physical disabilities or hearing loss who reside in the western provinces of Canada. We also place service dogs with veterans and first responders with PTSD who live in Burnaby, BC and Calgary, Alberta and accredited facility dogs with professionals who work with vulnerable populations across Canada.

PADS is seeking a qualified Service and Hearing Dog Program Manager to fill a permanent, full-time position, based in Burnaby, British Columbia.

Position Summary:

The successful applicant must possess the following:

- Service and Hearing Dog Instructor Certifications from a member agency of Assistance Dogs International
- Minimum of three years post Instructor graduate experience.
- Hold a valid driver's license.

In addition, it is desirable that the candidate can demonstrate:

- Strong organizational skills.
- Strong interpersonal and communication skills.
- Ability to manage staff, work as part of a team and independently on class.
- Enjoy travel, as we do class training both on site at PADS as well as in client homes.

Key Job Duties and Responsibilities:

1. Service and Hearing Dog Training:

Within specific timelines, assess and professionally train dogs in accordance with PADS standards.

2. Assist with Client Assessment and Interviewing:

With the Client Services Manager, regularly select clients by interviewing and assessing applicants, determining suitability and accurately identifying specific matching needs for successful outcomes.

3. Matching:

Within specific timescales, match the most compatible client and dog, ensuring that client needs, and PADS standards are met.

4. Service Dog Team Training:

Within specific timescales, plan, organize and deliver practical and theoretical training to clients to meet their individual needs and PADS and ADI standards, in accordance with quality and production targets. We pride ourselves in producing a well-finished team supported by personalized training.

5. Hearing Dog Team Training:

Within specific timescales, plan, organize and deliver practical and theoretical training to clients to meet their individual needs and PADS and ADI standards, in accordance with quality and production targets. We pride ourselves in producing a well-finished team supported by personalized training.

6. Aftercare/Support Services:

For the first year of the placement, provide clients with aftercare and other services in accordance with PADS and ADI standards and in the client's own environment. This is done on a routine basis and, as a priority, on an as needed basis. After one year, the clients will be assigned to Client Services Manager for aftercare / support services.

7. Apprentice/Training Assistants/ Kennel Supervision and Training:

The Service and Hearing Dog Program Manager will be responsible for the training of Service and Hearing Dog Apprentices/Training Assistants/ Kennel Technician. Within specific timescales, plan and deliver practical and theoretical training to meet their individual needs and PADS standards. This involves managing workloads and assessing work performance and conduct.

8. Communication/Administration:

Maintain accurate records by providing verbal and written/electronic information about clients, dogs and Apprentices/Training Assistants in a timely way.

Salary Range: Commensurate on experience.

Benefits Package: A comprehensive benefits package, including medical insurance, dental insurance, extended medical insurance, life and AD&D insurance and employee critical illness insurance.

Job Location: The employee/job will be based at 9048 Stormont Ave, Burnaby, BC, but will be required to work and also engage in short term travel to work locations throughout BC, Alberta, Saskatchewan and Manitoba.

How to Apply:

Please contact Laura Watamanuk, Executive Director via email laura@pads.ca

All interested parties, regardless of outcome, shall be treated with the utmost of confidentiality.