

Job Title	Trainer
Department	Training
Employment Type	
Date	January 2019

Position Overview

The Trainer reports to the Manager of Training and is responsible for the hands on training of the Hearing and Service Dogs and training related issues at the SDI training center. This includes, but is not limited to the training and mentoring of Apprentice Trainers.

Essential Job Functions

- Successfully train assigned behaviors for yearly class of dogs.
- Mentoring of Apprentice Trainers.
- Provide scheduled and requested updates to the Director and Manager of Training on training progress for each dog.
- Design and implement daily animal training interactions in accordance with the direction of the Director and Manager of Training.
- Maintain health of dogs including any necessary veterinary visits
- Maintain complete and timely health and training records to assure current and accurate information is available at all times.
- Maintain the continued operation of the kennel on a daily basis
- Monitor kennel operations to identify potential areas for improvement in dog care or operations.
- Insure a safe working environment for the animals, staff, recipients, volunteers and guests
- Assure compliance with ADI (Assistance Dogs International) certification standards for kennel and dog care/support
- Coordinate and support volunteers, assuring a positive experience for the volunteer and good use of these resources for SDI
- Communicate effectively and openly with all SDI employees, representatives, customers, donors and their representatives, and clients
- Sets a positive example to all SDI staff members
- Communicate effectively with representatives of other departments and obtains results to departmental requests
- Identify opportunities for improvement and work with team to continually improve SDI.
- Seeks out new ways to improve SOI's relationship with the community, donors, recipients via direct rapport, suggestions of opportunities and positive interaction with the public
- Assists in the development of tours, educational programs
- Performs other duties as assigned

Supervisory Responsibilities

Is responsible for overseeing the mentoring of the apprentice trainers assigned

Qualifications

To perform this job successfully, an individual must be able to perform each duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Must be knowledgeable in operant conditioning and classical conditioning, both in theory and with hands-on experience, and be able to apply these to training Hearing and Service Dogs.

- **Education and/or Experience-** Minimum of a high school diploma required - some college or a college degree is preferred. A minimum 2 year of experience training Dogs is required.
- **Language Skills** - Ability to read and interpret documents such as safety rules, operating and maintenance instructions and procedure manuals. Ability to write routine reports and correspondence. Ability to speak to Guests and/or Team Members of organization.
- **Reasoning/Problem Solving** - Ability to apply common sense understanding to carry instructions furnished in written, oral or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.
- **Physical Demands-** The physical demands described here are representative of those job. Reasonable accommodations may be made to enable individuals with disabilities to Member is regularly required to walk and talk or hear. The Team Member is required to use hands to finger, handle or feel and/or to reach with hands and arms. The Team Member is also required to stand and walk in outside conditions for long periods of time, in all-weather types, while carrying moderate weight. The Team Member must occasionally lift and/or move up to 50 pounds. The Team Member must be able to use safety equipment and reasonable reaction time is required to respond to quick changes in animal demeanor.
- **Work Environment-** The work environment characteristics described here are representative of those a Team Member encounters while performing the essential functions of this job.
General- The individual must possess basic math skills to interpret budgets and must have good written and verbal communication skills. Computer skills proficient with Microsoft Word and Excel. Have a good understanding and proficiency in the areas of canine health and husbandry techniques. Have a good understanding of pro-active behavioral maintenance.

I hereby understand and agree to the above job functions.

Signed

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Date _____