

**APPENDIX “B” – ROLE DESCRIPTION**

**VOLUNTEER POSITION TITLE: BEHAVIOUR CLASS ASSISTANT**

**Commitment**

Applications will be considered for volunteers who can commit to a weekly shift on one of the following days.

Southeast location: Calgary Humane Society, 4455 – 110 Ave S.E.		
<b>Thursday</b> (1 opening)	<b>Sunday</b> (2 openings)	<b>Causal-basis</b> (2 openings)
5:30 – 9:30 pm	12:00 – 3:30 pm 5:30 – 7:45 pm	3 to 4 shifts per month, variable schedule  Weekdays 5:30 – 9:30 Weekend 9:45 am – 3:00 pm

**Volunteers being considered for this role must be able to attend all training classes and complete all requirements as listed below**

**Responsibilities**

*Behaviour Class Assistants play a very important role in supporting the CHS Behaviour Team by:*

- Assisting the trainer with set-up, in-class management and tear down
- Greeting students, taking attendance and checking vaccination status
- Observing behaviour classes and directing questions to the class instructor
- Cleaning up any accidents
- Vacuuming and mopping the floor after the last class of the afternoon/evening
- Schedule will include evenings and weekends; hours may varies depending on classes offered



## Qualifications

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*This role is most suitable for candidates seeking professional dog training experience or for those who would enjoy the role as an observer.*

- Have an appreciation and respect for animals and the values of CHS
- Ability to work as part of a team or independently as required
- Great interpersonal skills, comfortable speaking with the public in a friendly and professional manner
- Demonstrate compassion for people and animals
- Punctual and reliable
- Basic knowledge of dog behaviour preferred
- Physically capable of lifting 20 lbs
- Previous dog training experience considered an asset

## Training

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**Training is mandatory and will be provided by CHS free of charge**

- Canine Body Language
- How Animals Learn
- Two Buddy Shifts with Behaviour Outreach Coordinator or Class instructor

## Additional Requirements

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- Must be 18 years or older
- Attend an interview
- Provide a clear Criminal Record Check (there is a \$15 - 30 fee associated with this.)
- Signed Agreement & Release form

**[CLICK HERE TO APPLY!](#)**

**Closing date: Position will remain open until successful candidates have been placed**

**Calgary Humane Society sincerely appreciates your interest in volunteering for our organization. Please note that only candidates who are selected to participate in the interview process will be contacted. Applicants will receive an update on application status within 3 – 4 weeks of applying.**

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