



**Join the team!**

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Calgary Humane Society is a dynamic, non-profit organization whose purpose is to create a more humane world. As an organization, we act with **Compassion**. We work hard to build **Trust**. And we thrive through **Collaboration**. We take pride in fostering an open, inclusive, creative, and supportive environment.

If your beliefs and values align with ours, we welcome you to apply for any open positions we have on our team.

Calgary Humane Society is an equal opportunity organization. We welcome diversity and appreciate the value of the broad range of perspectives we see from different backgrounds and experiences.

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**Position Title:**

**Contractor - Animal Behaviour Consultant and Puppy Club Class Instructor**  
**Classes run every Saturday and Sunday at 10:00 am and 11:45**

The Contractor is responsible for the instruction and facilitation of Calgary Humane Society dog training classes, and private consultations, the purpose of which is to educate owners on humane and effective training methods and to set up both owners and pets for success in the community. Classes and consults are held evenings and weekends on-site at Calgary Humane Society. For further information on classes please visit our [website](#)

**Specific responsibilities include, but are not limited to:**

- Meet with individuals and their dogs to provide one on one support and resources for a private consultation.
- Communicate with the Behaviour Outreach team to obtain resources and tools required to send to private consultation clients.
- Facilitate instruction of scheduled training classes including:
  - Reviewing class attendee list and ensuring class materials are prepared and ready
  - Setting-up and cleaning used rooms and spaces before and after classes
  - Delivery of class curriculum while ensuring safety of the public and attendees at all times
  - Following locking and building alarm procedures when closing.
- Communicate resource needs and facility issues to the Outreach Behaviour Coordinator.
- Maintain relationships with training class volunteers providing direction, support and guidance.
- Handling of owned animals.

**Key Competencies required:**

- Ability to engage large groups of people, build rapport, and trusting relationships with clients.
- Ability to work independently and be self-directed.

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- Ability to multi-task and adapt to challenges in classes.
  - Capable of classroom and time management.
  - Strong interpersonal skills including: active listening, conflict de-escalation, and ability to communicate effectively with a diverse group of pet owners.
  - Excellent verbal and written communication skills.
  - Dependable and reliable.
  - Excellent organizational skills and detail oriented.
  - Commitment to continual learning of best practices, skills and trends in the behavioural sciences.
  - Uphold and model CHS' values at all times.

**Requirements:**

- Minimum High school diploma.
- Minimum six months of hands-on experience with dogs in a humane, respectful manner.
- Professional experience training, teaching, or instructing.
- First Aid Certification.
- Contractor will be required to invoice CHS for services rendered and will be responsible for their own tax remittances per CRA guidelines.
- Behaviour certification or working towards certification such as CPDT-KA, The Academy for Dog Trainers, KPA, etc.
- A member of PPG Pet Professional Guild.
- Genuine concern for the welfare of animals.
- Ability to contract during evenings and/or weekends.
- Genuine interest in force free training philosophies congruent with the organization.
- Contractor will be required to provide a criminal record check at their own expense to be arranged by CHS.

**Physical Requirements:**

- Must be physically capable of restraining a minimum of 50lbs.
- Constant standing and walking.
- Occasional lifting, carrying, pushing, pulling, sitting, rotating, and climbing.

**Closing date:** Posting will remain open until a suitable candidate is found.

Please submit your cover letter and resume, indicating the job title in the subject line, to [careers@calgaryhumane.ca](mailto:careers@calgaryhumane.ca)

***We thank all interested contractors however only those selected for an interview will be contacted. No phone calls please.***