

## VOLUNTEER ROLE DESCRIPTION

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Role: **Kennels Assistant**

Hours: 2 hours per week minimum as agreed with Unit Manager.

Location: Kennels Unit, Freshfields Liverpool or Wales

Reports to: Unit Manager

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### OVERALL PURPOSE OF THE ROLE

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To 'make a difference together for All animals'.

You will provide a vital role in supporting the Kennels staff to deliver an excellent standard of care, helping our rescued dogs to enjoy the best possible quality of life whilst we search for their loving homes.

You will help us to ensure that our dogs are given everything they need to be ready for adoption, and make a real and valuable difference to their chances of a happy and healthy new life.

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### KEY TASKS – KENNELS UNIT

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- To communicate the unique values and ethos of Freshfields to the public, presenting a positive approach and a credible image of the charity at all time
- To provide a clean, comfortable environment for the dogs, including feeding, cleaning the kennels and sleeping areas
- To exercise the dogs on-site in the Dog Activity Field or off-site, following the resettlement and rehoming plans for each individual
- To take part in enrichment activities for the dogs, including bathing, grooming, dog-walking and play
- To perform essential tasks such as washing and hanging bedding, ensuring that each dog has a clean supply of bedding and blankets
- To receive donations from the public as needed, thanking the donor for their support for the animals
- To ensure that kennels and exercise areas are locked and secure and that a high standard of health and safety is observed at all times

- To be attentive to the health, safety and wellbeing of animals, staff and visitors whilst on shift, reporting any concerns to the staff as appropriate
- To generate discussion, understanding, investment and further involvement in the work of the charity
- To follow Freshfields Animal Rescue policies and procedures at all times
- Other duties relevant to the requirements of the post

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#### KEY SKILLS AND QUALITIES

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1. Robust, energetic and practical approach, able to respond positively to the challenges of working in a busy Kennels Unit
2. Confident and able to safely work with rescued dogs, some of whom will have behavioural issues due to previous trauma and may be nervous and sensitive
3. Ability to pay attention to dogs' behaviour, responding appropriately under the direction of the Kennels Manager and staff
4. Positive and friendly attitude
5. Reliable and trustworthy
6. Able to take direction and follow detailed instruction from Unit staff regarding the animals' individual needs
7. Able to work on own initiative and as part of a team
8. Willing to give a regular commitment to insure stability for the dogs
9. Able to manage the physical demands of the post

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#### TIME COMMITMENT

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Minimum 2 hours a week, in accordance with the needs of the Unit.