



# FOREVER HOUNDS TRUST

Matching greyhounds and lurchers to happy homes

[www.foreverhoundstrust.org](http://www.foreverhoundstrust.org) • 03000 111 100

## Role Profile

### Volunteer Lead Kennel Walker

**Overall objective:** To lead and supervise volunteers who attend kennels to walk and socialise the FOREVER HOUNDS TRUST kennel dogs so they receive the regular exercise, grooming, affection and socialisation that kennelled dogs need to stay healthy, happy and adoptable.

**Responsible to:** Volunteer Regional Homing Officer/Assistant RHO or equivalent regional volunteer

**Supported by:** Volunteer Co-ordinator and Homing Support Co-ordinator (staff members)

#### Overview

Volunteering as a dog walker for FOREVER HOUNDS TRUST is a meaningful way to make a difference to the lives of our kennel dogs. Volunteer dog walkers provide regular exercise, grooming, affection and socialisation that kennelled dogs need to stay healthy, happy and adoptable. The role holder will possess good interpersonal skills and the confidence and ability to supervise and co-ordinate new and existing volunteers who offer to help walk kennel dogs in the chosen region.

Before attending kennels, we ask that volunteers sign an agreement to indicate that they agree to work within a framework of some basic principles to ensure their safety and that of our dogs, as well as respecting the agreements we have in place with each of our regional kennels.

Lead Kennel Walkers must have a good knowledge of dog handling, preferably with greyhounds and lurchers. They will also have a good understanding of dog behaviour and how to handle a dog using positive reinforcement techniques. Further training will be provided.

#### Key tasks:

- Have a full and complete understanding of FOREVER HOUNDS TRUST's approach to handling and management of the dogs brought into our care and the specific dogs accommodated at kennels (full training will be provided). This will include:
  - Working with homing staff and fellow homing volunteers to obtain and understand all background information on the kennel dogs before handling them and noting any special requirements for their care and management
  - Ensuring that all kennel dog volunteers comply with the FOREVER HOUNDS TRUST kennel agreement and health and safety requirements

- Correct fitting of equipment including harnesses, muzzles, collars etc. (training will be provided)
- Following attendance at the kennels, help co-ordinate a report for the RHO or Assistant RHO on each dog's behaviour, any specific observations regarding its health, wellbeing, behaviour, character etc.
- Match dogs to volunteers with the skills and abilities to handle them according to the dog's known behaviour
- Accompany new volunteers and talk them through what to expect from their dog, how it is behaving and why
- Encourage all volunteers to raise concerns if they are having difficulties in walking and managing their dog
- Ensure compliance with any relevant Health and Safety policies (full training will be provided) and ensure the group follows the Highway Code or Countryside code when walking dogs on roads or in the countryside
- Raise any issues/concerns with the Volunteer Co-ordinator or the Homing Support Co-ordinator to ensure that they are quickly addressed in line with FOREVER HOUNDS TRUST's policies and values

**Skills and abilities:**

- Excellent interpersonal skills; a confident person who is able to meet with new people and work with other volunteers as part of a team
- Able to carefully manage and address dog behaviour in line with FOREVER HOUNDS TRUST guidelines and principles in a professional and calm manner
- Ability to act responsibly for the benefit of the dogs, volunteers, kennels and charity, acting always with Health and Safety as the first principle
- Excellent written and verbal communication skills, able to communicate clearly and effectively by telephone and email, as well as in person
- Able to complete documentation (electronic and handwritten) in an accurate and timely manner (full training will be provided)
- Good basic computer skills for Microsoft (e.g. Word, Excel) and the skills to upload or attach documents and extract and input data accurately to FOREVER HOUNDS TRUST IT systems
- Good understanding of the Data Protection Act and FOREVER HOUNDS TRUST's associated data protection policy as it applies across the organisation (full training will be provided)
- The ability to participate in regular team emails and/or calls to exchange ideas and best practice, share experiences, templates and give reminders, hints and tips; undertake training as required
- Enthusiasm for FOREVER HOUNDS TRUST's work and commitment to the charity's objectives

**Time required:**

It is not unusual for volunteers to spend 10-15 hours volunteering per week in this role. This role can be shared by more than one volunteer.

**How we will support you:**

You will receive full training and support in your role. FOREVER HOUNDS TRUST will provide you with guidance and direction to ensure that you have a positive, enjoyable volunteering experience.

**For further information or to express your interest, please [volunteering@foreverhounds.org](mailto:volunteering@foreverhounds.org)**

FOREVER HOUNDS TRUST\_Lead\_Kennel\_Walker v2/0416 AC

FOREVER HOUNDS TRUST is a registered charity no 1131399 and a registered company limited by guarantee no 06985367 (England & Wales)