



## Sighthound Carer

**Reports to:** Centre Manager

**Location:** Cullompton, Devon

**Hours:** 24 hours per week

**Salary:** £23,795 pro rata per year

### BACKGROUND

Forever Hounds Trust has been rescuing, caring for and homing greyhounds, lurchers and other sighthounds for over 25 years.

We aim to successfully rehome as many hounds as possible. We strive to achieve excellence in our rehoming processes as well as our hound welfare and customer experience.

This is a part-time role working 24 hours per week on a Friday, Saturday and Sunday your rota may also require you to work on a Bank Holiday.

### JOB DESCRIPTION

The successful candidate will be passionate about dog welfare and will ideally have experience of working or volunteering within an animal rescue.

#### **Key activities:**

1. Provide the utmost care and welfare to dogs in the centre through undertaking a number of key activities. These include but are not limited to:
  - a. Follow standard operating procedures and health and safety guidelines to maintain the cleanliness of kennels to the highest standards including cleaning and disinfecting animal accommodation, drains, exercise areas, food preparation areas, laundry, and outside areas.
  - b. Ensure positive welfare for each dog through play, enrichment, exercise, socialisation and training.
  - c. Prepare food and water for each dog in your care.
  - d. Groom dogs as necessary.
  - e. Keep thorough records of each animal using kennel diaries, kennel boards, computer systems and other documentation in accordance with procedures and data protection legislation.
  - f. Carry out daily health checks and report and physical changes to the Centre Manager.
2. Working with the Sighthound Rehabilitation Trainers carry out assessments of the dogs in your care, highlighting any behaviour or welfare concerns to the Centre Manager. Under supervision of the Centre Manager and Rehabilitation Trainers, implement and assist with behaviour modification programmes.
3. Under the instruction of the Centre Manager/Vet, ensure medication is administered, assist the vet in veterinary consultations, prepare, bath and transport dogs for

neutering and any other operations. Adhere to barrier nursing protocols outlined by the Centre Manager/Vet when dealing with infectious dogs and transfer arrivals.

4. Proactively engaging with members of the public, always acknowledging customer presence at the Centre. Work as part of a team delivering the highest level of customer service, discussing homing applications, answering queries, and matching and homing dogs effectively including translating dog behaviour assessments to customers and introduce dogs to potential adopters confidently and safely.
5. Promote Post Homing Support to adopters.
6. Report any faulty or damaged equipment to the Centre Manager.
7. Assist the Social Media and Web Manager to promote dogs available for rehoming.
8. Any other reasonable duties

### **PERSONAL ATTRIBUTES**

- Previous experience of caring for animals in a work or volunteering capacity.
- Experience of working with volunteers.
- Good organisation skills, and a flexible approach and willingness to take on additional tasks.
- Have a strong empathy and enthusiasm for the vision and values of Forever Hounds Trust.
- A good level of self-motivation and drive.
- Excellent interpersonal skills, able to communicate effectively and clearly with a range of people.
- Be positive, flexible and work as part of a team.
- Present a professional image of Forever Hounds Trust and at all times work in a way that reflects the charity's values and ethos and never bring FHT into disrepute.
- The ability to drive is essential due to the remote location of the Centre.