



Volunteer - Kennel Assistant

(9am – 12pm and 12pm to 4pm)

Aims

To assist the animal centre staff with the cleaning duties in the kennels, ensuring that the blocks are cleaned to the agreed standard as set down by the Centre Manager.

To assist with dog walking, grooming and the socialising of dogs, working with other volunteers and staff to ensure that the dogs receive the appropriate exercise and care.

Tasks and responsibilities

- To clean, disinfect and maintain to a standard of cleanliness set by management any or all of the following areas, as designated:
 - animal accommodation;
 - isolation and exercise areas;
 - food preparation area;
 - laundry and storage areas;
 - grooming room / shower
 - To walk allocated dogs as directed by members of staff, following the traffic light grading system.
 - To follow the dog walking guidelines provided by the Centre.
 - To ensure that the dog is kept on a lead at all times, except when exercising within the secure dog compounds.
 - To follow skin and coat care routines for the dogs as directed by the staff.
 - To follow all health and safety rules and guidelines, ensuring that any accidents or incidents are reported immediately, using the procedure set down by the Centre.
 - To attend appropriate training courses as directed by the centre.
 - Liaise with staff and voluntary helpers at the Centre.
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Additional notes

All volunteer kennel Assistants must ensure that they use the appropriate equipment that has been provided by the centre and that this equipment is returned to the centre as directed at the end of the volunteering session. If a volunteer has any concerns or questions regarding a particular dog or their role as a dog walker, they should speak to a member of staff or the volunteer co-ordinator, if applicable, immediately.
