

KPA! Assistant Dog Rescue Coordinator

Job Summary: We are seeking a dedicated and passionate Assistant Dog Rescue Coordinator to join our Kerrville Pets Alive!! team. The ideal candidate will be responsible for working alongside the KPA! Dog Rescue Coordinator, overseeing the well-being, care, and placement of dogs within our shelter. This role involves coordinating adoption and rescue processes, managing daily activities in the dog care area, and collaborating with various teams to ensure the best outcomes for dogs impounded at Kerr County Animal Services.

Responsibilities:

1. Assist in the coordination of the daily care and enrichment activities for dogs at KCAS.
2. Be available at dog intake, help with assessment, and facilitate placement of dogs based on their individual needs.
3. Assist in development and implementation of adoption programs to facilitate successful adoptions.
4. Conduct behavior assessments and work on behavior modification plans for dogs with specific needs.
5. Collaborate with KCAS and veterinary staff to ensure the health and medical needs of dogs are addressed.
6. Recruit, train, and supervise volunteers assisting with the care of dogs and adoption events.
Preserve relationships with rescue organizations and facilitate transfer of animals to rescue care.
7. Maintain accurate records of each dog's health, behavior, and adoption status.
8. Provide excellent customer service to potential adopters, answering inquiries and facilitating meet-and-greet sessions.
9. Organize and participate in community outreach events to promote dog adoption and responsible pet ownership.
10. Stay informed about industry trends, best practices, and animal welfare regulations.
Uphold the mission of Kerrville Pets Alive! in all decisions made on behalf of impounded dogs or those undergoing shelter diversion in the community.

Qualifications:

1. Passion for animal welfare and a deep commitment to the well-being of dogs.
2. Previous experience working in an animal shelter or similar environment.
3. Knowledge of dog behavior, training, and basic medical care.
4. Strong organizational and multitasking skills.
5. Excellent communication and interpersonal skills.
6. Ability to work collaboratively in a team-oriented environment.
7. Flexibility to work weekends and evenings as needed.
8. Familiarity with adoption procedures and counseling.

If you are enthusiastic about making a positive impact on the lives of shelter dogs and promoting responsible pet ownership, we invite you to apply for the position of Kerrville Pets Alive!! Assistant Dog Coordinator.