# Job Profile

Job Title: Breeding Dog Wellbeing Technician

Directorate: Operations

Reports To: Breeding Dog Wellbeing Specialist

Matrix Reporting To: None

Disclosure Check Level: None

Date created/last reviewed: 14/04/2023

## Overall Role Purpose

The Breeding Dog Wellbeing Technician helps people with sight loss to live the life they choose by being responsible for ensuring the mental and physical welfare and specialist care of all dogs. This is achieved through carrying out husbandry duties to provide for the wellbeing of breeding stock and puppies whilst accommodated at a Guide Dogs site.

## Key Responsibilities

* Responsible for managing the care of a group of dogs in a dog accommodation area, ensuring their routine husbandry needs are met. Working in line with national Dog Wellbeing practices and procedures. This will include the provision of specialist healthcare, such as convalescing stock, puppies, whelping/nursing bitches and neonates and infectious cases.
* Monitor the mental & physical wellbeing of dogs taking steps to ensure that their wellbeing is maximised.
* Identify health concerns, making appropriate decisions, and escalating in a timely manner. Resolving non-routine issues escalated from volunteers or other staff.
* Responsible for leading on the development and maintenance of behavioural responses in conjunction with the dog’s advisor and breeding operations Training & Behaviour Consultant using appropriate dog handling techniques.
* Responsible for leading on the socialisation and preparation of pups for placement and PREP.
* Coach and mentor colleagues and volunteers, delivering expert knowledge in dog breeding and Dog Wellbeing training programmes.
* Communicate technical and non-technical information with internal and external colleagues, clients and volunteers. May be required to interpret or clarify technical information to aid understanding.
* Maintain accurate and up to date records regarding health histories and the behaviour of dogs. Interpreting health data and identifying concerns/trends within their dog population.
* Responsible for supervising and monitoring of allocated brood bitches progress throughout onsite whelping’s.
* Responsibility for all stock on site, with virtual support from a duty supervisor, out of normal working hours during a rostered overnight duty.
* Supervising volunteers who are undertaking dog related roles, providing technical input to support their development.

## Breadth/Scope of Accountability

### People Accountability

Number of Direct Reports: None

Number of Indirect Reports: None

Number of Volunteers Supervised: Up to 20

### Financial Accountability

Annual Income Accountability: None

Assets Managed: None

Budget Accountability: None

# Application of this Job Profile

All employees are required to carry out other such duties as may reasonably be required to fulfil their role and support functional and organisational objectives.

All employees must also:

* Comply with all organisational policies
* Promote the vision and values of the organisation
* Engage in continuous personal development

This job profile is accurate as at the date shown above. It does not form part of contractual terms and may be varied to reflect or anticipate changes to the role.

# Working at Guide Dogs

As well as other services to enhance the lives of people who are blind and partially sighted, we breed and train guide dogs. Staff and volunteers in all our locations support this work. Therefore, all employees must be comfortable working in environments where dogs may be present.

Guide Dogs is a volunteer-involving organisation and as such all staff are required to support volunteers in their roles. This may or may not mean the direct supervision of volunteers but will require all staff to play a supporting role. From time to time you may be asked to support / volunteer your time at Guide Dogs events that take place outside of normal working hours. All employees will be expected to advocate for Guide Dogs at all times and be a fundraiser.

Guide Dogs is committed to safeguarding and promoting the welfare of all children, young people and vulnerable adults with whom we work. We expect all of our employees and volunteers to demonstrate this commitment.

Guide Dogs will require proof of identity and the right to work in the UK.

# Person Specification

## Education/Qualifications

#### Essential

* A qualification in animal care, training/behaviour, or equivalent relevant work-based experience.
* Able to undertake physical demands of the role, including handling puppies in the nest and placing puppies in and out of vehicles and large dogs over 24kgs. Be able to handle equipment and specialist resource required for the role.
* Able to meet the travel requirements of the role. In the absence of a full valid UK Driving License, you will be expected to demonstrate how you will fulfil this aspect of the role via alternative means.

## Job-Related Experience

#### Essential

* Experience of working in a kennel environment, paid employment or voluntary.
* Experience of supporting a service.

#### Desirable

* Experience of coaching and mentoring.
* Working with volunteers.

## Knowledge

#### Essential

* The core principles of animal care and behaviour.

**Desirable**

* Ability to demonstrate the principles of canine reproduction and early stages of puppy development.
* Demonstrable understanding of behavioural and physical changes associated with breeding dogs.

## Skills and Competencies

#### Essential

* Computer literate, with proficient Microsoft Office skills and ability to effectively use databases.
* Ability to demonstrate time management skills and ability to manage multiple tasks.
* Effective communication skills.
* Independent and able to make decisions/direct others based on own knowledge and experience.
* Ability to problem solve and be resourceful, in non-routine situations.
* Demonstrate ability to coach/train others.
* Reasonable level of fitness, stamina and mobility is required to complete the varied physical demands of the role.
* Emotional resilience to manage demands of the role.
* Able to work unsocial hours including early mornings, evenings, overnight duties weekends and bank holidays.

## Behaviours

Our behaviours capture the essence of what it is to be Guide Dogs people, whether staff or volunteer. They describe the experience we expect everyone – the people we support, donors, partners, our volunteers and staff – to have while working with us. Guide Dogs people are:

* **Person-centred** - We are a group of people working to help each person affected by sight loss. We listen and recognise that every individual is different in where they’ve come from and where they’re going. We are open, empathetic and inclusive. We place the person at the centre of every decision.
* **Expert** - We are specialists in what we do. We are committed to excellence and will never stop innovating. We respect our history, but seek out ways to adapt and improve, and are always willing to learn.
* **Optimistic** - We are relentless in our belief that people with vision impairment can lead the life they choose. We are passionate about helping each person, committed to challenging barriers, and proud of who we are and what we achieve.

So, we: -

* **Partner** - We only change lives when we collaborate. We build valued relationships with donors. We work together with our service users and colleagues, volunteers and partners – and our dogs, of course – to deliver great outcomes. We support and develop each other.
* **Lead-by-example** - We can all be a guide. We take the lead and then hand it over, empowering people to make progress independently. We gain trust by having faith in others, and influence by example. We do what we say we will.
* **Engage** - We cannot change lives if we look on from the side-lines. We get involved, take ownership, and feel responsible for all we do, think and say. We celebrate wins big and small, and we hold ourselves and each other to account.

We use competency-based questioning within our recruitment processes to assess the extent to which candidates demonstrate these behaviours – in ways appropriate to this role – in how they are at work and generally as people.

## Safeguarding

If the role does or may involve working with children, young people or vulnerable adults, or supervising those that do, we’ll also be assessing ‘safeguarding competencies’ as part of the process. These are:

* Appropriate motivation to work with vulnerable groups;
* Emotional awareness;
* Working within professional boundaries and self-awareness; and
* Ability to safeguard and promote the welfare of children, young people and adults and protect from harm.

## Mobility

A flexible approach with a willingness to work outside of core hours, and away from home as required on rostered shift patterns.

Able to work unsocial hours including early mornings, evenings, weekends and bank holidays. This role involves overnight duties.

## Job Group (internal use only)

This role has been evaluated as a Support Provider, please [follow this link](https://guidedogs.sharepoint.com/%3Aw%3A/g/Eekm-hoJMeVJm56OXhJwVdIBfYfn-ntTFX815dzK-eX_Rw?e=Yo02dV) to view the salary band.