



VOLUNTEER OPPORTUNITY
Coordinator, Dog Care Support for Seniors Program

ElderDog Canada is a 100% volunteer-run, national charity dedicated to ageing people and ageing dogs. Through our **Dog Care Support for Seniors Program** we enable older adults, living at home and with challenges affecting dog care, to continue to benefit from their relationship with their canine companions.

ElderDog volunteers provide regular, in-home dog care support that includes:

- ✿ assistance with obtaining food and feeding;
- ✿ assistance with animal hygiene;
- ✿ minor grooming such as bathing, nail clipping or help with brushing;
- ✿ dog walking;
- ✿ transportation to and from vet or groomer;
- ✿ temporary care during hospitalization.

There are no fees for any of our services.

Responsibilities and Requirements (mentoring and ongoing support provided)

The Dog Care Support Coordinator works with other volunteers in the Dog Care Support for Seniors Program and Pawd Leader. Responsibilities include:

- ✿ following all Dog Care Support Program guidelines and procedures
- ✿ responding to inquiries for assistance including those that are urgent and require prompt response;
- ✿ coordinating initial visits with seniors to determine services required and complete Assistance Agreement;
- ✿ overseeing senior support volunteers including ensuring photo IDs have been issued and providing orientation to Program;
- ✿ scheduling senior support services;
- ✿ keeping records of Program activities;
- ✿ submitting required paperwork to National Office;
- ✿ participating in bi-monthly teleconferences with other Dog Care Support Coordinators;
- ✿ communicating with Pawd Leader, members, and National Office on an ongoing basis;
- ✿ mediating conflicts or issues;
- ✿ strong interpersonal and organizational skills;
- ✿ knowledge of or willingness to learn Google Docs and Gmail.

For more information or to express interest in coordinating this very rewarding and important service for seniors and their dogs, contact info@elderdog.ca.

National Office
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