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### **Job Description: Team Trainer**

Team Trainers, as a part of the Paws and Stripes Programs Department Training Team, facilitate animal assisted therapy training for military veterans afflicted with post-traumatic stress disorder, military sexual trauma, and traumatic brain injury. Team Trainers lead and assist with most training activities including one-on-one sessions, group classes, and continuing education. Team Trainers also provide support for the Veteran Service Dog Teams (VSD Teams) and Canine Good Citizenship Teams (CGC Teams) in terms of tracking progress through the program, coordinating care for symptoms in conjunction with dog training, and providing referrals when appropriate. Team Trainers function as part of an integrative team with the intention of ensuring every enrollee has a successful program with Paws and Stripes.

### **Team Trainer Responsibilities:**

- Attend weekly staff and all regular program department meetings
- Handle fussy and reactive dogs
- Monitor health, appearance, and treatment of Service Dogs and pets by their Handlers
- Abide by all policies and procedures set forth in the Employee/Volunteer Policy Manual
- Abide by all policies and procedures of the Team Training Program
- Able to be mobile for multiple hours at a time in order to conduct multiple training sessions per day
- Able to lead/assist with group classes
- Have reliable transportation to get to training activities off site throughout the day.
- Must be able to work without the assistance of a Service Dog for short periods of time when working with other dogs, crates are available
- Wear required work attire when training or participating in any classes, events, or sessions with Paws and Stripes
- Be reliable to attend all scheduled training sessions and activities with the exception of emergencies
- Maintain required paperwork/documentation for case management
- Communicate VSD Team and CGC Teams progress and challenges to other trainers
- Maintain appropriate communication with all VSD, CGC Teams and Paws and Stripes Staff
- Uphold the organization's Client Care Principles at all times
- Attend Team Trainer trainings, utilize Paws and Stripes training techniques, and apply creativity and innovation as appropriate

### **VSD Team responsibilities**

- Serve as a Point of Contact for assigned VSD or CGC teams
- Collaborate with enrollment and Mental Health Director to create program plans for enrollees as assigned
- Make decisions about VSD or CGC teams progress and implement appropriate program plan changes as needed
- Teach/improve all Program Skills
- Teach/Reinforce all Behaviors
- Reinforce Training Program Standards
- Lead private sessions as assigned
- Lead and assist in group classes as assigned
- Lead and participate in Veteran Workshops as assigned
- Perform all Assessments
- Facilitate Continuing Education for Graduates as assigned
- Perform Annual Reassessments



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- Lead and assist with Key Elements to Training Service Dogs Workshop

**Other responsibilities:**

- Conduct Dog Evaluations/Prescreening as assigned
- Facilitate Dog Selections/pairing
- Conduct Home Visits
- Solve intermediate training problems
- Facilitate advanced training problem solving
- Address intermediate Behavior issues
- Facilitate instruction of advanced Behavior issues
- Teach/reinforce “veteran specific” skills
- Lead Trainer Workshops
- Present at Program Information meetings
- Other duties as assigned

**Physical Demands and Work Environment**

- Work is performed at a desk/computer screen for extended periods of time in a traditional office environment.
- To perform these essential job duties, it will require the manual dexterity sufficient to operate phones, computers and other office equipment
- Must have the ability to write and speak clearly using the English language to convey information and be able to hear at normal speaking levels both in person and over the telephone
- Required to use personal vehicle or reliable transportation to travel to locations outside of the office on a daily basis.
- Work requires use of a computer and computer software to enter data.
- Work is performed in a highly active environment with exposure to a wide variety of challenges, deadlines and diverse employee and client population.
- Daily exposure to dogs should be expected.
- Position may require the occasional lifting of up to 30 pounds.

This may be a full or part time position (10-40 hours/week) with a 3-month minimum training period. Promotion to Senior Trainer will be based on seniority and ability among eligible Trainers when a Senior Trainer position becomes available.

Paws and Stripes is an equal opportunity employer and is committed to equal employment opportunity and to compliance with federal and state anti-discrimination laws. In accordance with applicable law, we prohibit discrimination against any applicant or employee based on any legally-recognized basis, including, but not limited to: race, color, religion, sex (including pregnancy, childbirth and related medical conditions), gender identity, sexual orientation, age (40 and over), spousal affiliation, pregnancy (including childbirth, lactation and related medical conditions), national origin or ancestry, National Guard membership, veteran status, uniformed service member status, physical or mental disability, genetic information (including testing and characteristics), HIV status, serious medical condition, or any other consideration protected by federal, state or local law. Our commitment to equal opportunity employment applies to all persons involved in our operations and prohibits unlawful discrimination by any employee, including supervisors and co-workers.



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The physical requirements and work environment described in this job description are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

*I understand and agree to this description of my duties in full.*      Date: \_\_\_\_\_

Employee: \_\_\_\_\_ Employee Signature: \_\_\_\_\_  
(Print name)