



Foster Job Description

Foster Adoption Ambassadors

Position Description:

Foster adoption ambassadors are foster volunteers who help to highlight our long stay pets for adoption, as well as provide them with a break from the shelter environment. These can be short or long term fosters, depending on the foster volunteers availability as well as the needs of the individual pets. On average, the time commitment is 1-2 weeks.

The main job of our foster adoption ambassadors is to actively highlight their foster pets for adoption by sharing them on social media, talking about them to friends, family, and neighborhood, and taking them out into the community to be seen. The more exposure the better!

Meeting the PRC Mission:

Volunteers in this role help support the PRC mission, goals, and strategic initiatives by giving dogs a short break from the shelter and providing key information about each animal that helps shelter staff and the Foster Department develop accurate and detailed pet descriptions for potential adopters.

Duties and Responsibilities:

- Meet Mission & Vision of PRC.
- Comply with all PRC policies and procedures, including a high standard of dependability for promptness and attendance.
- Provide a safe and comfortable home for the dog to live in.
- Feed, socialize, groom, train, and provide medication as directed by PRC staff.
- Bring to PRC for all scheduled medical appointments.
- Attend all onsite/offsite adoption events.
- Promote your foster pet for adoption on social media, neighborhood sites, etc.
- Provide PRC with regular updates and photos to help promote our pets for adoption.
- Provide positive reinforcement techniques.
- Provide positive human interaction – petting, brushing, love.
- Observe animal's health and behavior and communicate any changes or concerns to the foster team.
- Report on animal's condition to Foster Staff.
- Monitor and respond to emails and communication from Foster Staff in a prompt manner.

Qualifications:

- Must be 18 years of age or older.
- Able to provide a safe, loving and stable environment.
- Ability to provide care to an animal.
- Able to transport the animal to and from the shelter as needed.
- Self-motivated and able to make appropriate judgment calls.
- Willing to maintain communication with the Foster Staff and ask questions when needed.
- Possesses good communication skills.
- Able to have open conversations with prospective adopters to facilitate adoptions and to be honest about the animal's behavior and needs.
- Provide compassionate guidance in a non-judgmental way.
- Basic knowledge of computers including e-mail, printing, and video communication.

Expected Hours of Service:

This position is an off-site/remote position. Hours will be based on type of animal, age, and training required.

Reports to:

Foster Coordinators, Volunteer Manager

Benefits:

- Remote and in your own home
- Assisting in keeping pets out of the shelter's population
- Helping to find pets a new forever home.
- Time commitment is flexible to your schedule.