



Foster Job Description

Foster Parent Volunteer

Position Description:

Sometimes dogs and cats need additional love and attention in order to become more adoptable. Foster Parent volunteers welcome dogs and cats into their home while they are waiting for adoption and help the animals overcome any issues they may have. Volunteers will also help animals find a new home by fostering, taking them out into the community and promoting them on social media and through networking. Fostering can be long-term (weeks/months) or short-term (overnight/weekend/day trips).

Meeting the PRC Mission:

Volunteers in this role help support the PRC mission, goals, and strategic initiatives by giving dogs and cats struggling with shelter life another outlet and safe space while they wait for the perfect adopter to come along. Volunteers provide 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 or cat to live in.
- Feed, socialize, groom, train, and provide medication as directed by PRC staff.
- Bring to onsite and offsite adoption events.
- Bring to PRC for all scheduled medical appointments.
- 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.

Qualifications:

- Must be 18 years of age or older.
- Able to provide a safe, loving and stable environment.
- Ability to provide care to animal.

- Willing to nurse injuries/illnesses – have common sense and patience.
- Able to transport the animal to and from the shelter, events and approved locations.
- 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 owners 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, training required, and number of adoption meet and greets and will need hours to be e-mailed to the Foster Team for recording.

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