Volunteer Position Description

**Position: Home Whelper**

**Department: Guide Dog Services WA**

**Responsible to: Program Manager, Breeding and Puppy Whelping Coordinator**

Home Whelpers provide a home to one of our Breeding Dogs (Broods) during the whelping (birthing) process and for approximately eight weeks after. During this time, they are responsible for the health and welfare of the brood and her litter, and play a key role in the early development and socialisation of the puppies.

**Guide Dogs WA will provide**

1. Training
2. Ongoing Support
3. Everything required for providing care to the dog, including food, equipment, veterinary care and training classes.

# Our Vision

**The future we’re creating**

Achieving maximum ability for our clients through exceptional services.

# Our Values

**Collaboration:** We achieve more when we work together and value other’s differences

**Excellence:** We continually grow and develop through expanding our capabilities whilst striving to be our best

**Respect:** We respect our stakeholders, who are at the centre of everything we do

# Our Promise

Our commitment, across all our brands, is to provide a professional, person-centred service and offer quality of life outcomes that help people to live the life they choose.

# Key responsibilities

* Provide a safe and secure environment for one of our breeding dogs (Brood) commencing approximately one to two weeks before the due date.
* With the assistance of Guide Dogs WA staff, support the brood during the birthing process, ensuring the safe delivery of the litter.
* Take care of the brood and newborn litter for the first 8 weeks of life, following Guide Dogs WA guidelines for the care of newborns and early socialisation procedures.

# Time and availability requirements

This role involves the care of the brood and litter for approximately 9 weeks at a time, beginning one week before the brood is due to whelp. Whilst the role will require the volunteer to be available 7 days a week including the possibility of overnight work whilst the brood is whelping, this is a very unique opportunity which will allow the person to be involved in the birth and early development of the organisation’s future Guide Assistance Dogs.

Occasionally, there may be opportunities to take care of litters of puppies for shorter periods of time, in case of an emergency or other situation that may occur.

# What we look for in our volunteers

* Genuine interest and a passion for volunteering
* Commitment to our cause
* Enthusiasm and positivity
* Integrity
* Good judgement – knowing the difference between right and wrong, good and bad
* Reliability – willing to devote a set amount of time regularly and be punctual
* Empathy – ability to understand the plight of a particular person or situation without being judgmental
* Good communication and interpersonal skills – positive and respectful interaction with everyone
* Self-assurance – able to take constructive criticism on board to improve skills and ability to help others
* Adaptability to cope with change and a busy workplace
* Ability to convey the organisation’s message to groups and individuals

# Skills and attributes required

## Essential:

* Physical capacity to safely walk and handle a large dog (up to 40kg) on a daily basis.
* Valid “C” class drivers licence with good navigational and safe driving history.
* Provide a safe and loving home for our dogs, including having allowing the dog to live and sleep inside the house.
* Have a secure fenced yard with access to an outside area.
* Able to devote time to the brood, particularly when she has a litter.
* National Police Clearance dated within the last six months (If the candidate does not possess one, it can be applied for by EverAbility during the volunteer application process).
* Enter skills

## Required Compliance Documentation

[x] National Police Clearance

[ ] NDIS Worker Screening Check

[ ] Working with Children Check

[x] Valid Driver’s Licence

I am aware and agree to the key responsibilities and requirements as a Volunteer Home Whelper.

| Name: |
| --- |
| Signature: |
| Date: |

**Contact Person**

Name: Megan Kellett

Title: Volunteer Coordinator

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