

# Volunteer Home Visit Representative

## Greater Toronto Area (GTA) & Ottawa Region

The Volunteer Home Visit Representative position is one that is intended to act as a liaison for the FLIGHTS' Board. This position reports into the Adoption/Foster Coordinator. This position is a 1-year term with the option to extend.



### General Description

The Volunteer Home Visit Representatives are the people who will participate in conducting home visits for applicants interested in fostering or adopting, in coordination with the Adoption/Foster Coordinator. If you have a hound who would be comfortable in an unfamiliar home setting for an hour or 2, where there may be resident animals present, and would be interested in participating in the process of assessing a home for compatibility with a greyhound, or Saluki, then this role may be a good opportunity for you. **We are looking for Volunteer Home Visit Representatives in the Greater Toronto Area (GTA) and the Ottawa region.**

The Volunteer Home Visit Representatives will be responsible for providing education and information to potential fosters and adopters about the racing industry and the hounds coming into FLIGHTS' adoption program through detailed conversations during the home visit and by providing supportive training material for applicants to review. All educational material will be provided by FLIGHTS to ensure that consistent information is being provided to all potential fosters and adopters by all FLIGHTS representatives.

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### Responsibilities as Volunteer Home Visit Representatives:

Work in conjunction with the Adoption/Foster Coordinator to assist with recruiting, screening, interviews, and training with potential foster/adoption families, for inclusion in the Foster/Adoption Program. This would include an in-person home visit (virtual may be an option depending upon circumstances). Provide 'Foster Program Information packages' for prospective foster families, in coordination with the Adoption/Foster Coordinator.

Complete home visit(s) documentation within 48 hours of visit and present it to the Adoption/Foster Coordinator and be prepared to discuss the prospective foster and/or adopter, before final approval of all foster and adoption homes is confirmed.

In coordination with the Board, ensure all foster/adoption families are adequately supplied with equipment and dog food (as required), cleaning supplies etc., in preparation of the arrival of a dog.

Work with the President and Adoption/Foster Coordinator to plan when foster homes may be needed and endeavor to place foster hounds into the appropriate foster homes.

Attend Board throughout the year as required.

Present proposed foster/adoption family information to the President, Adoption/Foster Coordinator, and other relevant Board members, for a final decision on foster/adoption families.

Get to know other committee members and build a collegial working relationship that contributes to consensus and FLIGHTS mission.

Attend and assist preparing functions, fundraisers, and special events to help manage the success of event, gain visibility as a FLIGHTS' representative, and get to know the other FLIGHTS volunteers.

Assist as needed during emergencies (i.e. dog transportation, delivery food and/or equipment for foster homes, etc.).

Understand and commit to the mission, goals, and objectives of the organization. Gain full understanding of the roles and responsibilities of the Board, the roles and responsibilities of the volunteers and the day-to-day activities of the organization.

Follow FLIGHTS' Code of Conduct (once instituted). Follow Code of Conduct implemented by the Greyhound Racing Ireland (GRI) & Irish Retired Greyhound Trust (IRGT) with their partnering adoption groups in North America. Same for Racing 2 Rehome (R2R) and Greyhound Racing Victoria (GRV) Australia.

### **Capabilities as a Volunteer Home Visit Representative:**

Ability to listen, think clearly and creatively, problem solve, work well with people individually and in a group, act as cheerleader, mentor, and guide to the foster and/or adoption homes/families.

Develop necessary skills (if not already possessed) through continuing education, research, reading, etc. for the purpose of staying up to date on industry topics, advancing knowledge on dog-specific topics, learning skills related to all varieties of dog behavior.

Possess sensitivity to and tolerance of differing views, a friendly, responsive, and patient approach, community-building skills, personal integrity, a developed sense of values, concern for the non-profit's development and a sense of humor.

Always be mindful of the safety of all foster and/or adoptive hounds and the homes they will be placed in.

Be willing to prepare for and attend Board and Committee meetings as required, actively participate in meetings, take responsibility for special projects, and complete them thoroughly and on time, contribute personal resources when/if possible and as circumstances allow.

NAME: \_\_\_\_\_ DATE: \_\_/\_\_/\_\_

SIGNATURE: \_\_\_\_\_

**FLIGHTS BOARD MEMBER;**

NAME: \_\_\_\_\_ DATE: \_\_/\_\_/\_\_

SIGNATURE: \_\_\_\_\_