

Position Description

Our Vision

A South Australia where every pet has a loving home.






About Us

Since our humble beginnings in 1964, Animal Welfare League has grown into one of South Australia’s leading animal welfare organisations. In our mission to connect pets, people and community, we find loving homes for vulnerable animals in need, reunite lost animals with their families and provide temporary shelter through our foster care program. We offer education and pet advice to the community to encourage responsible pet ownership and our social enterprises provide much-needed support to South Australians looking for pet boarding facilities and pet cremation and memorial services, as well as those on the lookout for a bargain at our Thrift Shops.

Our Mission

Connecting pets, people and community.

Our Beliefs and Behaviours

Create Opportunities 	Show Compassion 	Be Optimistic 	Share Knowledge 	Walk the Talk 
Finding solutions to challenges Being open minded to alternatives and new approaches Striving to do better	Listening, observing and offering support Being respectful Being empathetic by taking the time to understand others’ points of view	Maintaining a positive outlook Focusing on what’s possible and staying realistic Remaining calm and composed during challenging times	Communicating openly and constructively Using mistakes and feedback as an opportunity to learn Seeking opportunities to develop our abilities and knowledge	Being open, honest and professional Being accountable for outcomes and actions Recognising and celebrating achievements

Position Description

Position Title:	Behaviour and Training Advisor	Tenure:	Full Time / Part Time
Department:	Animal Operations	Classification:	Level 3
Reports to:	Behaviour and Training Manager	Direct Reports:	Nil

Position Overview

The Behaviour and Training Advisor is responsible for the behavioural wellbeing of animals in Animal Welfare League of South Australia's care. This will include observing and documenting behavioural abnormalities and undertaking strategies to address these. The Behaviour and Training Advisor will also assist to develop and deliver training.

Key Results Area

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| <ul style="list-style-type: none"> • Working as part of a care team to provide the following support and training: <ul style="list-style-type: none"> ○ Undertake behaviour assessments. ○ Create, implement and regularly review Behaviour Modification Plans for identified animals including liaising with the veterinary team in relation to supportive medications. ○ Undertake twice daily sessions for animals under behaviour modification and record progress. ○ Conduct reviews, determine outcomes and recommend pathways for animals. ○ Provide behaviour support and training to employees, volunteers and external stakeholders. ○ Provide daily care and handle fearful animals as requested. ○ Act as a responder in difficult situations arising in the animal areas. ○ Determine clear rehoming recommendations for all animals. ○ Maintain accurate up to date animal data in Shelterbuddy with regards to assessments, behaviour modification plans and progress updates. | <ul style="list-style-type: none"> • Assist with the design and deliver training to employees, volunteers and external stakeholders. • Provide expert advice and training to staff, volunteers and external stakeholders. • Facilitate adoptions and dog/dog meet and greets. • Implement and review animal environmental enrichment programs to maintain a high standard of animal welfare. • Review animals requested for surrender and their suitability for current rehoming guidelines. • Keep up to date knowledge on animal behaviour, behaviour modification, training, rehabilitation and enrichment. • Undertake other position appropriate duties as assigned/directed. |
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<h2 style="color: #4CAF50;">Personal Abilities</h2>	<h2 style="color: #4CAF50;">WHS and Compliance</h2>
<p>Essential</p> <ul style="list-style-type: none"> • Tertiary qualifications in animal behaviour including but not limited to Bachelor of Science (Animal Behaviour), Certificate IV in Animal Behaviour and Training, Delta/IAABC or equivalent combined with practical experience. • Highly developed understanding of the needs and support programs for animals in a shelter environment. • Experience developing behaviour modification plans. • Be comfortable and confident in ability to handle and support large, fearful animals. • Experience in delivering efficient, timely and exemplary customer service. • Excellent time management skills with the ability to prioritise workload and adjust priorities to ensure KPIs and deadlines are met. • Excellent problem-solving skills with the ability to think analytically and develop solutions to problems. • Ability to learn, organise, plan, implement and review programs. • Proven ability to create, implement and foster a positive, productive and respectful workplace culture including positively influencing change. • Ability to work independently with minimal supervision, and collaboratively and cooperatively within a team environment. • Ability to operate within a highly structured environment with a focus on understanding policies and procedures. • High level of written and verbal communication skills with strong attention to detail and accuracy. <p>Desirable</p> <ul style="list-style-type: none"> • Experience working in an animal shelter. • Experience developing and delivering training programs. • Intermediate computer literacy including proficiency with database management and ShelterBuddy is desirable. 	<p>All managers and employees of AWL are to:</p> <ul style="list-style-type: none"> • Comply with AWL’s organisational policies, procedures, guidelines and applicable legislative requirements including but not limited to Fair Work Act 2009 and Work Health and Safety Act 2012. • At all times act and comply with reporting obligations arising from legislation, professional conduct standards including the Code of Code for AWL and organisational policies, procedures and guidelines. • Take appropriate steps to protect themselves from risks to health and safety and to make sure they do not cause risk to others through any act or omission. In particular, the incumbent must: <ul style="list-style-type: none"> • Report accidents, injuries, property damage and health and safety incidents. • Use equipment provided to protect health and safety. • Follow reasonable instructions and directions given on health and safety. • Ensure they are not affected by alcohol or drugs so as to not endanger themselves or others. • Understand and follow the requirements of confidentiality and facilitate appropriate standards of confidentiality and information sharing practice. • Actively participate in AWL personal achievement and development processes. • Participate in training and development activities as specified by AWL including those associated with workplace health and safety.
<h2 style="color: #4CAF50;">Special Requirements</h2> <ul style="list-style-type: none"> • Some flexibility with working hours will be required. This includes working across a fourteen (14) day roster including public holidays and weekends. • Additional hours may be required to meet business needs. • Travel may be required across AWL sites and other locations. • A current driver’s licence is desirable. • Applicants must be functionally assessed to ensure physical ability to complete the physical demands of the position. • Satisfactory National Police Clearance Certificate / National Police Check (NPC) at commencement of employment and periodically at the request of AWL. 	

I have read the requirements and responsibilities outlined in this position description and will adhere to these conditions. I agree to have my performance monitored and evaluated as detailed throughout this document.

Name:		Signed:	
Date:			

