



Job Description

Job Title: Training & Behavior Supervisor

FLSA Status: Full-Time, Exempt

Date last reviewed: May 23, 2023

Position Summary

The Training & Behavior Supervisor is responsible for supervisory and hands on work with the Training & Behavior Modification Department (TBMD). Responsibilities include, but are not limited to, effective and appropriate training and handling for animals in need of behavior modification (LHS and client-owned), maintaining behavioral health of dogs while in a kennel/shelter environment, participating as needed in public training (instructing group classes, providing private training and adoption follow up support), and supervising behavior department staff. The position reports to the Shelter Manager of Training and Behavior.

Essential Duties and Responsibilities

- Performs obedience and behavior modification training with individual dogs, including current LHS dogs both on and off the adoption floor and client-owned dogs.
- Manages and oversees training staff running daily shelter playgroups and provide dog-to-dog assessments and recommendations.
- Supervise and assist with behavioral assessments of shelter animals for adoption suitability and proper placements. Provide retesting and training/behavior modification for failed or borderline assessments.
- Assures proper documentation is entered in PetPoint and is available for all dogs for adoption counselors to interpret when counseling prospective adopters.
- Assures proper documentation is maintained by Training Specialists for daily department communications.
- Handles dogs of questionable behavior to assure safety of shelter staff, volunteers, and clients.
- Provides behavioral counseling on-site for potential adopters in order to make successful placements.
- Participates in public training as needed, including instructing group classes, providing Adoption Follow-Up (AFU) and private training support to clients.
- Teaches weekly staff/canine coach volunteer classes to ensure proper training and handling techniques.
- Supervises and reviews training specialists for daily duties supporting and providing for the behavioral health of all shelter and client-owned dogs.
- Coordinates scheduling for staff to assure proper TBMD coverage.
- Maintains SOPs relative to TBMD.
- Works with canine behavior transfer requests.

Job Qualifications

Education and Experience:

- Minimum of 3 years experience in animal welfare; bachelor's degree preferred
- Prior experience with humane organization administration and operations preferred
- Previous managerial experience preferred

Knowledge, Skills and Abilities:

- Proven knowledge of the guidelines and practices in an animal welfare/shelter environment
- Knowledge of local animal control laws and state humane laws and their application to the general public
- Demonstrated excellent verbal and written communication skills
- Excellent interpersonal communication and public speaking skills
- Ability to use a PC and widely used software packages, e.g., (Microsoft Suites); ability to learn new software as necessary
- Ability to meet deadlines; ability to set and accomplish work in order of priority; professionally maintain composure and effectiveness under pressure and changing conditions
- Ability to work a flexible schedule with regular weekend and evening activities
- Must hold a valid Colorado driver's license and have an insurable driving record.

Working Conditions:

- Office and animal shelter environment.
- Potential exposure to high noise levels and zoonotic diseases.
- Exposure to all weather conditions when working outside or traveling.
- Occasional lifting of up to 50 pounds.
- Frequent use of computer and telephone.