



Volunteer Job Description

Title: Home Visit Volunteer

Reports to: Home Visit Coordinator

Purpose of Position: Conducts home visits that are near the applicant's home after coordinators have vetted the applicants' applications and by telephone interview(s) to ensure the future welfare of any animals that are adopted.

Duties and Responsibilities:

- Responding regarding availability to conduct a home visit when solicited by the Home Visit Coordinator.
- Contact the applicant through email or phone to determine the day and time for the home visit.
- Follow up with the Home Visit Coordinator to confirm that the home visit was completed and communicate what the outcome was.
- Complete and forward the appropriate paperwork provided.

Qualifications:

- Knowledge of conducting home visits (knowing what to look for)
- Possesses excellent oral and written communications skills
- Possesses a keen eye for detail and data accuracy

Training Requirements:

- AZBTR Processes: Home Visit Guidelines will be provided
- Documentation: A Home Visit Checklist to record your observations will be provided

Time Commitment:

- About 0-10 hours a week, varies depending on the time of year, the rate foster/adopt applications are being received, and the number of dogs in rescue.

Volunteer Benefits:

- Helping homeless Boston Terriers find their forever homes
- Working with applicants and AZBTR leaders

- Opportunities to attend AZBTR events
- Making a difference in the community

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