



Volunteer Job Description Block Captain

Location:

Must live in the Target Zone of the animal welfare issues (*Specifically 46201 & 46203*)

Purpose:

Block Captains report when Block Pawtrols are needed in their area. The Block Captains serve as the ambassador for their neighborhood to the Community Outreach Coordinator. Block Captains will actively reach out to neighbors in need of animal welfare services and follow up with neighbors that have used or requested services.

Key Responsibilities:

- Stay up-to-date on the variety of services and opportunities in the city of Indianapolis and feel comfortable discussing them with neighbors in need of services
- Answer questions from their community and share accurate information and/or print materials regarding animal welfare
- Phone neighbors to check the quality and usability of services
- Reach out to their neighbors as an advocate of IndyHumane
- Participate/ Lead Block Pawtrols
- Consult the Community Outreach Coordinator a minimum of once a month to update on the status of animal welfare in their neighborhood

Reports To:

Community Outreach Coordinator

Time Commitment:

Minimum donation of 8 hours/month required (*depending on the needs of your neighborhood more or less may be necessary*).

Qualifications:

- Must be able to interact positively with community members and other volunteers
- Friendly, pleasant manner
- Openly supports the mission and efforts of IndyHumane and their partner organizations
- Well versed and educated on the animal welfare resources across the city
- Comfortable reaching out to and working with known animal abusers (in any way, ie hoarders, puppy mills, chaining, etc.)

Age Requirement:

Must be at least 21 years of age

Training:

- Information Session
- Basic Training
- Shadow another Block Captain or the Community Outreach Coordinator

Dress Code:

- Red IndyHumane Volunteer Shirt
- Jeans/Khakis
- Rubber-soled, comfortable shoes

Support:

Training for this position will be provided. In addition, the Community Outreach Coordinator and all Managers on Duty are available for questions and assistance.