



## Field Representative

The Guide Dog Foundation and America's VetDogs® are based on a 10-acre campus in Smithtown, New York, on Long Island. When you join the Foundation, you'll become a member of a high-profile team of guide and service dog Instructors. We have been providing guide dogs since 1946, and currently, we're the trainers behind Charlie, the "puppy with a purpose" who appears on NBC's TODAY morning show.

We now have an opening for a Field Representative. A Field Representative can work out of their home base and travel within a regional territory to provide service to graduates, assessment of applicants, and training placements of assistance dogs and students. This position reports to our Director of Training.

If you are interested in applying, please forward your resume to: Loretta Quis at [Loretta@guidedog.org](mailto:Loretta@guidedog.org).

Below is our job description:

### **OVERALL SUMMARY:**

- **GDF/AVD Graduates** – Responsible for managing and providing service to graduates through direct follow-up assistance within a regional territory.
- **GDF/AVD Applicants** – Responsible for managing and providing assessment of applicants, within designated field zone, against GDF/AVD criteria for admission. Responsible for performing home training placements of assistance dogs and students.
- **Other** – Promote GDF/AVD through agencies for the visually impaired, VI professionals and agencies that service US military veterans. Participates in the on-campus class program as needed.

### **POSITION ESSENTIAL REQUIREMENTS:**

- Must have achieved certification in training assistance dogs and instructing students (has worked 3 or more years in training assistance dogs and/or guide/service dog teams)
- Flexibility with work hours and willing to undertake significant overnight travel- up to 50% of the time.
- Excellent interpersonal, presentation and public speaking skills
- Ability to identify and resolve problems in a timely manner, works with others to solve complex issues.
- Self-starter with the ability to work independently and in a team environment.
- Ability to communicate via voice mail and e-mail. Able to perform basic word processing and spreadsheet tasks.
- Authorized to work in the USA.
- **Physical Demands:**  
Must safely handle a variety of large breed dogs, weighing up to 85 pounds with varying strength and manageability. Able to pick up a 70- to 85-pound dog in an emergency. Able to withstand repetitive bending, stooping, kneeling and squatting.
- **Visual Acuity:**



Near acuity and accommodation are required for ability to see and read dog's reaction to environment and distractions, ability to watch student give commands, ability to read forms, documentation and computer screen.

- **Hearing Ability:**

Ability to interact with dogs, trainers, students, and volunteers either informally or when giving formal instruction through seminars and training exercises. Ability to hear above traffic and other outside noises.

- **Working Conditions:**

The employee is subject to daily outside elements, traffic, subway, train station, and airport noise levels as well as inside kennel noise. Employee is exposed to cleaning and antibacterial solutions in kennel. Employee is also exposed to animal dander and hair in confined areas such as vans and kennels.