

Volunteer Role Profile			
Role:	ADCH Standards & Animal Welfare Assessor		
Status:	Published	Version:	2
Audience:	All internal and external audiences		
Owner:	Standards and Animal Welfare Committee	Author:	Standards and Animal Welfare Committee
Date Approved:	03/10/2024	Next Revision Date:	03/10/2027

Role title: ADCH Standards & Animal Welfare Assessor

Responsible to: Standards and Animal Welfare Committee (SAWC)

Primary contacts:

ADCH Standards and Operations Officer: Assessment related matters

ADCH Volunteer Manager: Induction, training and ongoing support

Location: The volunteer's local region and, by agreement, other regions

Time Commitment:

Volunteer hours are negotiable; however, we expect Volunteer Assessors to carry out the equivalent of two-four assessments per year.

Role description:

The main role of the volunteer will be to support ADCH's Strategic Priority to raise standards across the sector. They will do this by assessing prospective and existing Members, against the ADCH Minimum Operational and Welfare Standards, and supporting prospective and existing members during assessment visits. They may also be asked to help with mentoring and training of new assessors and other tasks relevant to the assessor role.

Key tasks:

These include but are not exclusive to:

1. To carry out new member application assessments
2. To carry out existing member assessments as part of the ongoing support work of the ADCH for members
3. From completed assessments for new members to make a recommendation on accepting applications
4. To recommend action plans to assist remedying areas that are found to be less than fully compliant
5. To offer support and guidance to new and existing members during the assessment, including signposting of member benefits and grant funding opportunities
6. To highlight any concerns from the assessment to the Committee to review

Required skills, qualities and experience:

We are looking for a volunteer who:

1. Has relevant and sufficient experience, within the animal welfare sector, to apply the minimum standards within the context of an unfamiliar animal rescue/rehoming organisation
2. Is sufficiently familiar with the minimum standards, their origin and evolution, and of the importance of the standards in delivery of good animal welfare
3. Is experienced in operational or related management within a dog/cat rescue/rehoming centre
4. Is able to commit to conducting the equivalent of a minimum 4 assessments per year

Training and support available:

As part of your commitment to the role and ongoing professional development, you will be required to attend regular meetings and training provided by ADCH.

Recruitment process:

- Application form
- Interview
- References
- Induction

Version History

Version	Changes Made	Date	Made by
2	Role profile published	03/10/2024	Standards and Animal Welfare Committee