



## About Us

Upward Hound is a dog training and behavior consulting company serving west-central Wisconsin. We offer group training classes, private training and behavior consulting specializing in issues of fear and aggression, board and train, and dog walking. Upward Hound is comprised of fun and supportive people who thrive on learning and coaching, and put as much emphasis on caring about people as we do their dogs. We pride ourselves on our commitment to formal education and fear-free, force-free methods. To learn more about what we offer and how we work with dogs and their humans, check us out at [www.upwardhound.com](http://www.upwardhound.com).

## Job Overview

We are searching for a part-time Dog Training Associate who is dedicated to continuing education and providing quality, reward-based training through group classes, private sessions, dog socials, and dog walking. During the first 3 months of employment, Dog Training Associates will shadow a senior employee and begin the process of certification as a Fear-Free and Professional Dog Trainer.

Upward Hound will support a Dog Training Associate's formal education by paying half of all fees.

After the shadowing period, the Dog Training Associate will continue their formal education and independently conduct basic obedience training through private and group sessions, provide dog walking services, and supervise dog socials.

A successful Dog Training Associate will be committed to using only force-free training methods and be comfortable working with dogs of all sizes and breeds, supervising dog-dog play, and coaching dog guardians.

## Duties and Responsibilities

- Demonstrate a commitment to scientifically-sound, force-free, reward-based methods.
- Conduct private and group basic obedience training sessions.
- Provide dog walking services.
- Provide administrative support, including registration and scheduling of clients.
- Assist with public workshops and seminars.
- Assist with set up, tear down, and maintenance of training sites.

- Establish priorities and work independently.
- Maintain a professional and friendly demeanor and provide excellent customer service.
- Maintain confidentiality regarding all clients.

### **Working Conditions**

- Drives personal vehicle to work sites on a regular basis.
- Provides services during inclement weather.
- Works workdays as well as evenings and weekends.
- Potentially subject to animal bites, scratches, bruises and other animal-related injuries.
- Operates in west-central Wisconsin and the eastern Twin Cities metro area.

### **Qualifications**

The business owner is an Academy for Dog Trainers graduate and staff member, and all training that takes place at our business follows the CTC code of conduct [LINK](#). Candidates must be committed to following scientifically-sound, force-free, reward-based methods with clients and dogs at all times.

### **Dog Training Associate Requirements**

- 1+ years of professional dog training or class teaching preferred.
- High school diploma or equivalent, college degree preferred.
- Access to a personal vehicle.
- Ability to lift at least 50 pounds; push and pull heavy objects; bend, twist, reach; perform strenuous physical activities, including frequent walking, running, standing, bending and stooping.
- Excellent written and oral communication skills.
- Ability to work a flexible schedule.
- Knowledge of basic office equipment and computer skills.
- Public speaking skills.

The ideal candidate for this position would have or be actively working towards certification from a well-recognized positive dog training program (e.g. Academy for Dog Trainers, KPA, Peaceable Paws, etc.) and/or a CCPDT-issued certification.

### **Hours & Compensation**

This is a part-time position with a minimum of 20 hours a week to start. There is potential for promotion and/or full-time work based on prior experience and work development with the team.

Compensation starts at \$15/hour or higher depending on experience, with regular raises as skills progress.

There is a 3-month shadowing period, after which time the employee's continuing education and ability to teach group classes solo and fully take on private clients will be assessed, and the employee will be eligible for increased compensation.

## **Applicant Process**

Please answer the following questions in a cover letter and include your resume in an email to [casey@upwardhound.com](mailto:casey@upwardhound.com).

- Years and description of experience training and working with dogs.
- Years and description of experience teaching humans or working with humans in an education, training, or service industry.
- Your availability, and if you are looking for part-time or full-time employment.

## **COVID-19 Precautions**

- Remote interview process.
- Personal protective equipment required in the training center.
- Social distancing guidelines in place.
- Sanitizing, disinfecting, or cleaning procedures in place.