



Rescue Transporter Job Description

Receives assignment from Rescue Coordinator.
Picks up and transports rescue dog(s) and their belongings to agreed upon location.
Checks all the paperwork the RC has advised should be in order prior to accepting the dog for the KBTF.
Keeps in contact with other volunteers that may have another leg of transport.
Transfers dog(s) and dog's belongings and paperwork to volunteer continuing transport, Foster or new owner.
Fills out paperwork for airline travel and arranges payment.
Reports to Rescue Coordinator when their leg of transport is completed.
Sends all paperwork to the Rescue Coordinator. (The last person in the transport leg or the Foster should be responsible for sending paperwork to the RC.)
All Expense Reports shall be forwarded to the RD for review and approval.
Sign transporter agreement
Other duties as assigned

Core Competencies:

Proficiency in: organizing, working independently, collaborating, interpreting instructions, prioritizing, working cooperatively, resourcing, communicating with others and working in an expedient manner in handling incoming rescues.
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