



Humane Education Coordinator

About Soi Dog Foundation:

Soi Dog Foundation is the largest animal welfare organisation in Asia dedicated to helping stray dogs and cats. Soi Dog Foundation sterilises, vaccinates, administers medical treatment, shelters, promotes adoption of stray dogs and cats in Thailand, and runs education programmes on animal welfare. Soi Dog Foundation is also actively working to end Asia's dog meat trade.

Soi Dog's Mission Statement is: **"To improve the welfare of dogs and cats in Asia, resulting in better lives for both the animal and human communities, to create a society without homeless animals, and to ultimately end animal cruelty"**.

For more information, please visit www.soidog.org

JOB DESCRIPTION

Job Title and Summary: Under supervision of the Humane Education Manager, the Humane Education Coordinator is responsible for establishing and helping to execute and expand a comprehensive Humane Education Programme in Primary Schools and Kindergartens in Phuket. The current aim is to improve the Programme to focus on animal welfare and responsible pet ownership and to expand to include more schools, teachers and ultimately to reach more children. The Humane Education Coordinator is to ensure that Humane Education is integrated well into the school curriculum and/or learning activities throughout the academic year in order to optimally influence students' lifelong behaviours and actions.

Humane Education Programme:

The Humane Education Programme cultivates empathy and kindness for both humans and non-human animals by educating teachers to understand the suffering of other individuals. In so doing it helps teachers to further educate the children in their care to understand the motives behind their choices and the ramifications of their actions on others. Humane Education instills a sense of responsibility to make compassionate choices and to help others, empowering individuals to improve their communities and the environment. By fostering strong ethics and altruism at an early age, Humane Education produces responsible and caring members of society. Soi Dog Foundation's Humane Programme focuses on animal welfare, bite prevention and responsible pet ownership, recognising that education is key to changing human behaviour towards animals.

Key Responsibilities:

- Develops contacts with school administrators, teachers, and the government's education department, to gain approval to conduct the Humane Education Programme in schools.
- Forms working groups with school teachers to produce culturally relevant educational activities and resources that can be easily applied within the parameters of each school and community.
- Creates workshop materials for teacher participants and ensure the content is allied to the Programme's goals, culturally relevant and will optimally engage teachers to understand the content and the aim.

- Organises workshops for teacher participants, trains and motivates the teachers to successfully and creatively carry out the Programme.
- Provides counsel, assistance, and supports the school administrators and teachers in areas of Humane Education planning and management.
- Coordinates school visits to the Soi Dog Foundation shelter.
- Organises animal welfare focused after-school activities, holiday activities/ camps, workshops and assemblies.
- Makes routine visits to each member school for an observation.
- Interacts and communicates with other departments, co-workers and staff, to seek expertise and support for implementing the Programme's activities and workshops.
- Performs record keeping and internal and external reporting tasks in a timely and objective fashion. Prepares and submits accurate monthly reports and annual reports to immediate supervisor.
- Develops, monitors and evaluates progress on Programme goals and objectives, reports progress on action plan to immediate supervisor.
- Attends various meetings, workshops, and conferences to maintain professional development and continued professional growth.
- Promotes positive public relations, maintains on-going relationships with local school personnel and initiates new collaborations. May engage in local community activities to create trust and expand network.

Department and Supervisor: Animal Welfare- Humane Education Department. This position reports to the Humane Education Manager.

Skills and Qualifications:

- Thai nationality only.
- At least 2 years related work experience, relevant to training and development, especially community-orientated is an advantage.
- Bachelor's degree in Education, Psychology, Communications or related field is an advantage.
- Confidence and an engaging demeanour - ability to be an instructor and a workshop facilitator is a must. Passionate about animal welfare.
- Great communicator, Thai language. Good command of the English language.
- Good analytical skills, computer literate, well organised and dedicated.
- Ability to travel locally and regionally to attend to daily work demands, conduct workshops, meetings and conferences.
- Environmental adaptability i.e. ability to work effectively in and off office/school environment.

Location: Maikhao, Thalang, Phuket.

Type of Employment: Full time position.

Benefits:

- Five-day work a week 08:00-17:00 with two days off. (May be required to work weekend or flexible time depending on their duties as directed by their Head of Department.)
- 19 annual holidays (including Thai National Holidays 13 days) rising to 25 days with year of service
- Annual Salary Adjustment
- Annual Service bonus
- Social Security
- Provident Fund
- Uniform

HOW TO APPLY

Please send your CV in English, together with a covering letter detailing why you think you would be appropriate for this role, to hr@soidog.org

Shortlisted candidates will be contacted.