

Summary of a Coordinators Role

There are seven basic tasks a Story Dogs Coordinator does:

- 1) Supporting existing volunteers and schools
- 2) Address enquiries from potential volunteers and schools
- 3) Start new schools
- 4) Start new volunteers, and restart existing volunteers back into school each year
- 5) Help find sponsors for dogs and assist with fundraising activities
- 6) Farewell and acknowledge leaving volunteers
- 7) Help find and nurture the next Coordinator

There are some basic requirements a person should have to effectively carry out the role

- Have a suitable dog to participate as a volunteer Dog Team for at least one school term, before Coordinator training can begin
- Have a drivers licence and access to a car
- Have a good understanding of email, basic internet functions and word processing
- Have access to a computer and internet on a regular (weekly as a minimum) basis
- Enjoy working with people and dogs
- Be organised
- Be passionate about the program and the Mission

Story Dogs will support you in the following ways:

- Provide training in all seven steps
- Provide basic tools for you to carry out your tasks. These are generally, access to information, checklists, templates, and corporate products
- Reimburse certain costs associated with carrying out the tasks

Summary of the steps required to become a Story Dogs Coordinator:

1. Pass the dog team assessment with your dog
2. Take part in the volunteer training
3. View a reading session with an experienced volunteer
4. Be placed into a local school which suits you
5. Volunteer in that school with your dog for at least one school term before Coordinator training can begin
6. Participate in further Story Dogs Coordinator training. This may take a few weeks.
7. Start to recruit and manage other volunteers in your area.

Story Dogs encourages Coordinators to build an area that is manageable to the amount of time and energy you have. Ideally around 10 – 12 volunteer Dog Teams helping at 2 - 4 schools in your local area so travel times are not too large.