

Summary of a Coordinators Role

There are six basic tasks a Story Dogs coordinator does:

- 1) Addresses enquiries from potential volunteers and schools,
- 2) Starts new volunteers,
- 3) Starts new schools,
- 4) Supports and manages existing volunteers and schools
- 5) Helps find sponsors for dogs and
- 6) Helps find new coordinators

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
- 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

Story Dogs will support you in the following ways:

- Provide training in all five 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. Visit an area where Story Dogs is in place and meet some of the Coordinators, sit in on some reading sessions
2. Pass the dog team assessment with your dog
3. Take part in the volunteer training
4. Be placed into a local school which suits you
5. Volunteer in that school with your dog for a minimum of one school term
6. Participate in further Story Dogs Coordinator training
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 4 – 6 schools in your local area so travel times are not too large.