
Auburn University Job Description

Job Title:	Canine Instructor	Level I	Grade 28 \$22,300 - \$37,200
Job Code:	HA05	Level II	Grade 30 \$28,000 - \$46,700
FLSA status:	Non-Exempt/Exempt	Level III	Grade 31 \$31,300 - \$52,100

Job Summary

Provides assistance in the Canine Performance Sciences Program, including canine handling and training.

Essential Functions

1. Trains detector dogs for a variety of applications on novel odors.
2. Assists in the development, modification, and execution of training methods to meet specific project requirements.
3. Provides training assessment reports and status updates; assists in short and long-term training planning activities.
4. Works in conjunction with veterinary staff on canine medical issues.
5. Assists in the overall management of facilities and equipment utilized by the program.

Supervisory Responsibility

May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.



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Job Family Levels

Level	Responsibility	Knowledge	Education and Experience*
I	Performs a variety of simple tasks with direct oversight.	Knowledge of processes, methods and procedures, associated with a limited range of canine training and/or instruction.	High school diploma or equivalent
II	Performs multiple steps and/or a variety of tasks related to canine training.	Knowledge of established processes, methods, and techniques, as well as practical knowledge of principles.	High school diploma or equivalent plus 3 years of relevant experience.
III	Performs complex steps and/or is responsible for canine training programs.	Knowledge of and ability to apply processes, methods, and techniques, as well as practical knowledge of principles.	High school diploma or equivalent plus 4 year of relevant experience.

* See the "Minimum Required Education and Experience" section of the job description for any substitutions that may be allowed for education and experience.

Level I is a trainee job and is Non-Exempt; Levels II and III are Exempt jobs.

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Minimum Required Education and Experience

Level I High school diploma or equivalent

Level II High school diploma or equivalent plus 3 years of relevant experience.

Level III High school diploma or equivalent plus 4 year of relevant experience.

Focus of Education

High School Diploma or equivalent

Focus of Experience

Experience in basic animal behavior

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

Indicated experience is required; no substitutions allowed.

Certification or Licensure Requirements:

Valid Driver's License

Physical Requirements/ADA

Regularly involves lifting, bending or other physical exertion. Often exposed to one or more elements such as heat, cold, noise, dust, dirt, chemicals, etc., with one often to the point of being objectionable. Injuries may require professional treatment.

Routine deadlines; usually sufficient lead time; variance in work volume seasonal and predictable; priorities can be anticipated; some interruptions are present; involves occasional exposure to demands and pressures from persons other than immediate supervisor.

Job frequently requires standing, walking, reaching, talking, hearing, handling objects with hands, and lifting up to 100 pounds.

Job occasionally requires sitting, climbing or balancing, stooping/kneeling/crouching/crawling.

Vision requirements: Ability to see information in print and/or electronically.

Date: 6/12/2015
