



## **Volunteer Position Description: Director of Humane Education**

### **Position Overview**

The #1 goal of HUMANE ACTION Pittsburgh is to educate the Pittsburgh region on how to prevent and relieve animal suffering by taking meaningful action. The HAP Director of Humane Education (DHE) will focus on reaching young people in middle school, high school and university classrooms as a Humane Educator, and by connecting institutions with our team of Humane Educators (HEs). Communicate what animals wish humans knew and what they need. Our audience ranges in size from small groups to school-wide assemblies.

### **Purpose of the Position**

- Develop relationships with schools and universities to procure speaking engagements
- Inspire the next generation to appreciate and protect animals
- Provide HEs with the tools to make healthy and effective change
- Find new ways to reach students in the COVID era
- Demonstrate why personal responsibility is required from all of us to end speciesism

### **Duties and Responsibilities**

- Have a reasonable level of expertise with HAP's education programs on plastic pollution, animal protective legislation and the benefits of a plant-strong lifestyle
- Grow our team of HAP Humane Educators (HEs)
- Facilitate and create speaking opportunities for HEs with local institutions
- Reach every high school and university in Pittsburgh area
- Provide an overview of expectations to teachers or leaders in advance of the presentation
- Respect school security policies
- Ability to present yourself in a friendly, professional and non-partisan manner
- Be timely, arrive early, allow for Q&A, and end on time
- Provide your own transportation
- Obtain honorarium for HAP when appropriate and provide tax forms to the institution
- Give report at HAP Director's meetings
- Attendance at HAP general meetings (Humane Animal Rescue at 6926 Hamilton Ave, Pittsburgh, Pennsylvania 15208) is highly encouraged
- Respond to HAP leadership emails and calls within 48 hours
- Be prepared and on-time for meetings and events
- Share and support HAP's mission and core values; adhere to HAP's policies
- Other duties as needed

### **Skills and Qualifications**

- Excellent communication skills — both written and spoken



- Ability to do independent research
- Basic computer literacy
- Operate a projector
- Be familiar with power point presentation
- Conduct a ZOOM video conference
- Ability to energize and motivate our Humane Educators
- Self-motivated
- Ability to present yourself in a friendly, professional, and non-partisan manner
- Ability to work independently, follow instructions, and meet deadlines
- Working knowledge of Google Drive, Trello and Dropbox, or a willingness to learn

### Training Requirements

Training on HAP's core values, mission, and policies, including orientation on campaign missions and status.

### Time Commitment Required

Approximately 5 hours a month to allow for scheduling arrangements, preparing, travel time and lecture

### Location

On-site in classrooms around Pittsburgh and via ZOOM video conferencing

### Dress Code

Professional dress required for meetings. If attending an informal event, volunteer must purchase a HAP or NPP T-shirt at cost.

### Benefits to the Volunteer

- Know that you are key to making a difference in the betterment of animals by educating the next generation on the importance of protecting animals
- Take your passion for animal protection and put it into action
- Experience the joy of giving young people the skills they need and desire to be a effective advocate
- Be a valued HAP team member
- Build your volunteer resume and develop excellent communication skills

### Supervisor

Brian Bonsteel, President and Founder  
Natalie Ahwesh, Vice President



### What Volunteers Can Expect From HAP

- Support of HAP leadership and members
- Respect and appreciation for your contribution and input