

Trap-Neuter-Return Officer

OVERVIEW

This is an exciting opportunity for an animal lover who is passionate about cat welfare and wants to make a positive difference in the lives of Ireland's feral and stray cats.

The **Trap-Neuter-Return (TNR) Officer** is the point of contact for all incoming TNR (trap, neuter, return) requests.

The primary role of a TNR Officer is to help control the population of unowned and/or feral cats by facilitating all aspects of CDPA's Trap Neuter Return Programme. This involves training of a strong team to successfully implement TNR practices in Dublin and surrounding areas. In addition, we also help and support friendly cats where possible.

RESPONSIBILITIES

- Providing onsite Cat colony assessments and providing TNR support to the public via phone, email and in person.
- Providing information on TNR advocacy techniques and educating members of the public on TNR as the best practice solution for managing community cats. Educating on colony management and TNR aftercare.
- Providing hands-on trapping, transport of unowned and/or feral cats to vet appointments and to returning cats to colony locations as required.
- Collaborate with the TNR team, providing training on best practice trapping methods and support volunteers associated with helping community cats (e.g. building shelters, feeding rotas for unmanaged colonies).
- Triaging and prioritising cats in need of trapping by assessing each request for help. This includes determining if a trap hire to a member of the public is the optimal solution or if a CDPA Trapper is required.
- Maximising trap hire turnaround time by instructing members of the public on best practice trapping methods. This includes explaining the importance of establishing a regular feeding routine, how to set traps, what kind of traps to use and when to make a vet appointment. The purpose of which is to maximise efficiency and cause minimum stress to the cat.
- Being point of contact for CDPA partner vets in relation to neutering appointments and any associated TNR vet issues.

- Liaising with CDPA Rescue Team Lead and Foster Team Leads on a regular basis to determine foster space capacity and plan for the intake of rescued cats.
- Maintaining inventory of TNR equipment, storing equipment and ensuring equipment is properly cleaned, sanitised and in good working order.
- Recording TNR figures, locations of trap equipment and other relevant information on CDPA spreadsheet and regular reporting to the Rescue Team Lead or the Board of Directors.
- Being familiar with the CDPA policies and procedures.
- Maintenance, upkeep, and care of the van when used. Report any repairs that need to be done as soon as possible. Bring van for yearly inspection and appointments that need to be scheduled for maintenance.
- Providing a periodic reporting on the number of cats rescued and trapped including photos and videos for social media.

QUALITIES AND SKILLS REQUIRED

- Love of cats.
- Good knowledge of cat behaviour and Trap-Neuter-Return practices.
- Good people skills - must be approachable and able to communicate clearly and calmly.
- Patience and perseverance.
- Ability to deal with sensitive situations.
- Full driver's license (Manual License needed for CDPA Vans).
- Commitment to CDPA's mission and values.

BENEFITS

- Competitive salary (Contractor)
- Work vehicle (where available)
- Ongoing training and support

TIME COMMITMENT:

The role of TNR Officer requires an estimated time commitment of 10-15+ hours per week across 4-5 days dependent on demand.