

**Job description:**

**Job Title:** Field Coordinator (Working Equine Welfare Project)

**Duty Station:** To be decided later

**Report to:** Project Coordinator (PC)/Executive Director, AHTCS

**Level:** AHTCS Level 8

**Type of service:** Annual contract (6 month probation period)

**Major role and responsibilities****1. Provide periodic and Emergency health service to the equines of project sites**

- Organize periodic health check up programs in the equine congregation sites and treat the health associated problems of equines. Identify the root cause and suggest the equine owners for its long-term prevention.
- Provide emergency treatment service to the equines in case of incidence of life threatening problems.
- Use science based knowledge and skill and proven medicines for the treatment of equine cases
- Maintain minimum stock level (MSL), minimum carrying level (MCL), first aid kit and adequate stock book
- Follow standard protocol while rendering the services

**2. Coordinate with the local level stakeholders of equine sector for enhancing the equine welfare status**

- Good working rapport building with the stakeholders like health service providers (government and private vets and para-vets, VAHW, local healers etc.), line agencies, farriers, shoe makers feed seller, cart maker, saddle makers and hair clippers of the project sites.
- Enhance the knowledge and skill of stakeholders for welfare friendly service delivery
- Advocate for enhancement of welfare status of working equines

**3. Support welfare groups in identifying welfare needs**

- Encourage equine owners to be organized, support group formation and its mobilization
- Attain welfare group meetings and encourage them for identifying the welfare need using appropriate PRA tools
- Support the welfare groups for planning and implementation of specific activities to address/overcome the identified welfare needs

**4. Provide issue based training on equine welfare, health and management**

- Identify the training needs, design micro sessions, develop appropriate training materials and deliver the trainings as per the training guidelines of AHTCS

## **5. Supervision of Welfare Facilitators**

- Supervise the day to day activities of Welfare Facilitators (WF)
- Guide WF in service delivery and feedback sharing
- Technical capacity building of WF

## **6. Reporting, planning and documentation of project activities**

- Develop and submit monthly/quarterly/annual operational report, plans and deliverables to PC
- Develop and submit event based report of some especial activities
- Develop training reports, carry out welfare based observational assessment of equines, owners, handlers and stakeholders, assess the progress made and document them
- Develop success stories, case studies and technical articles
- Cash management and daily record keeping all field level activities

## **7. Consultation with PC, Executive Director, Executive Committee and other related personnel and professionals**

- Consult with those persons required for planning, delivery and evaluation of WEWP
- Maintain good relationship to share experience, technical cooperation with vet, vet hospitals (DLSOs) and other professionals
- Interact with technical team of AHTCS, and with subject matter specialist of Brooke UK through PC if technical support is required

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**Employee**

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**Supervisor**