

PILOT for Pets



Position	<u>Medical Liaison</u>
Primary Objective	Many dogs posted on PILOT have medical issues that are a barrier to their placement with a shelter or rescue (receiving organization). The medical liaison works to remove this barrier by building relationships with the Massachusetts veterinary community. The goal is to obtain veterinary services for dogs in the PILOT program for free or reduced cost.
Weekly Time Commitment	3-5 hours
More Details	Shift schedule is flexible. Some availability via phone or email during operating hours of veterinary offices generally Monday-Saturday during normal business hours is needed. Weekend and evening hours are available.
Responsibilities	<ul style="list-style-type: none"> • Is familiar with the Massachusetts veterinary community and understands veterinarians' limited ability to provide free or reduced-cost services • Uses this knowledge to build relationships between PILOT and veterinarians across the commonwealth • Balances the delicate task of obtaining as many resources for PILOT dogs as possible, while assuring that too many requests are not made of a particular vet or group of vets • Tracks which veterinarians have been solicited to provide, or have provided service for the PILOT program • Is familiar with the dogs posted on PILOT at any given time • Works proactively with case workers, letting them know of veterinary resources available that may be helpful in placing PILOT dogs • Processes medical reimbursement paperwork for the PILOT program. This involves working with the PILOT task force and the Massachusetts Animal Coalition (MAC) accounting team • Reports to the case manager
Qualifications	<ul style="list-style-type: none"> ✓ Excellent communication and organization skills ✓ Excellent interpersonal skills and ability to work well with a wide variety of people ✓ Knowledge of MA veterinary community a plus ✓ General knowledge of MA animal welfare community ✓ Ability to handle confidential information in a professional and responsible manner ✓ Access to Internet, phone, and email ✓ All volunteers are expected to act in a professional manner when representing PILOT and when dealing with volunteers, animal control or shelter and rescue organizations, in order to benefit the animals to the greatest degree
Training Requirements	<p>All volunteers are required to:</p> <ul style="list-style-type: none"> ✓ Read the volunteer handbook in its entirety ✓ Review the volunteer orientation slideshow ✓ Refer any questions to the case manager or the volunteer coordinator <p>In addition, the medical liaison is required to:</p> <ul style="list-style-type: none"> ✓ Work with the case manager to become familiar with the responsibilities of the medical liaison ✓ Complete training on the PILOT database
<u>Apply Now!</u>	<u>Click here to apply for this position.</u>