

# **Black Foxes UK - Animal Rescue Coordinator**

**Job Title:** Animal Rescue Coordinator

**Location:** Remote

**Commitment:** 3 hours per week (Minimum of 3 months)

## **Role Overview:**

As an Animal Rescue Coordinator for Black Foxes UK, you will oversee and coordinate online animal rescue initiatives and campaigns. You will manage and respond to rescue requests and inquiries received through online platforms, and develop strategies to enhance visibility and engagement for rescue efforts. Your role involves collaborating with rescue teams and volunteers to ensure efficient operations and producing informative content on animal rescue and welfare.

## **Key Responsibilities:**

- Oversee and coordinate online animal rescue initiatives and campaigns.
- Manage and respond to animal rescue requests and inquiries received through online platforms.
- Develop and implement strategies to improve online visibility and engagement for rescue efforts.
- Collaborate with rescue teams and volunteers to ensure effective and efficient rescue operations.
- Produce and share informative content related to animal rescue and welfare on various online platforms.

## **Required Skills and Qualifications:**

- Strong understanding of animal rescue operations and welfare practices.
- Excellent communication skills, both written and verbal, for effective online interaction.
- Ability to manage multiple online platforms and respond promptly to inquiries.
- Experience with social media management and online community engagement.
- Proficiency in using online tools for content creation and communication (e.g., Canva, social media schedulers).
- Access to a reliable device and internet for remote work.

## **Eligibility:**

- Applicants must be 18 years of age or older.
- Previous experience in animal rescue coordination, online community management, or related fields is preferred but not required.