



Senior District Leader Volunteer

Nothing in this position description restricts management's right to assign or reassign duties and responsibilities to this position at any time.

Work Location	Opportunities are available in congressional districts across the country
Position Grade	1; background check not required
Purpose of the Position	As part of The Humane Society of the United States' (HSUS) volunteer leadership, senior district leaders' efforts help to build an even stronger platform of protection for all animals and advance The HSUS' federal, state and local animal protection legislative agenda. Senior district leaders are at the forefront of HSUS efforts to celebrate animals and confront cruelty.
Volunteer Responsibilities	<p>In addition to the responsibilities included in the district leader volunteer position, senior district leader volunteers must meet the following criteria, under the guidance of, and in coordination with, your HSUS state director:</p> <ul style="list-style-type: none"> • Determine if your focus will be on animal protection issues statewide, at the local level (i.e. city, county), or both; • Have a detailed understanding of the animal protection priority issues and policies in your state and at the local level, and keep well-informed of and be able to articulate HSUS priorities and issues; • Regularly correspond with district leaders and deputy district leaders in your district and activate them on matters of state and local policy; • Schedule and participate in meetings with state and local elected officials, including facilitating meetings between district leaders and deputy district leaders and their elected officials as-needed; • Periodically convene district leaders and deputy district leaders for social and professional events; and • Assist and help to guide district leaders and deputy district leaders in your state as requested by your state director.
Level of Difficulty 1=easy/5=demanding (physical, mental, emotional)	<ul style="list-style-type: none"> • Physical difficulty is level 2; senior district leaders will likely have minimal physical activity related to their work, aside from gathering for meetings or attending outreach events. • Mental difficulty is level 4; requires the ability to work well independently and exercise good judgment; possess superior verbal and written communication skills as well as strong strategic thinking skills • Emotional difficulty is level 3; contact with the public can result in interactions with people in a heightened emotional state because of their connection with and commitment to animal protection.
Expected Environmental Conditions	Home office or field work setting.
How Often Volunteers Work On-site	Most of the work will be done remotely at the senior district leader's home office. Senior district leaders will be expected to attend in-person meetings and events in their community as needed, with travel to/from Humane Lobby Day(s).
Orientation/Training	Senior district leader volunteers are highly trained volunteer leaders in the rapidly growing animal protection movement. They will have already have been provided with an orientation, background information, and advanced

	training prior to being considered for this role. Senior district leaders will receive ongoing support in effective animal advocacy from staff of the largest animal protection organization in the country and will be trained on all aspects of the role.
Learning Opportunities	<ul style="list-style-type: none"> • Hone leadership, legislative advocacy, and strategic thinking skills; • Strengthen communication and networking skills; • Gain greater understanding of the state and local legislative processes and current laws and policies as they relate to animals; • Opportunity to share your expertise and experiences with district leader and deputy district leader volunteers in your state and community while collaborating with HSUS staff; • Develop grassroots advocacy experience and volunteer management experience as you help to lead a community of others who are deeply committed to advancing compassionate and powerful efforts on behalf of <i>all</i> animals; • Have the opportunity to use real world skills and experience to be an even more effective animal advocate, advancing animal protection priorities and policies in your state; • Become proficient in The HSUS' major campaigns, programs, and mission.
Position Start Date	Ongoing; upon invitation from HSUS Grassroots Outreach staff and State Director
Initial Minimum Commitment	Senior district leaders commit to work an average of 1-3 hours per week for a minimum of one year. Time commitment varies by week. Ongoing participation is preferred.
Scheduling Guidelines	Flexible; attendance on monthly conference calls is preferred (calls are held the 2 nd Monday of the month at 7:30 pm EST)
Qualifications/Requirements for Volunteer Applicants	<ul style="list-style-type: none"> • Superior and proven leadership skills and experience, and be an active member of your community; • Must possess strong work ethic and maintain a high level of professionalism in attitude and appearance on the telephone and in person with district leader and deputy district leader volunteers, members of the public, elected officials and their staffers; • Able to think strategically and creatively, in a solution-oriented way; • Able to be discreet, keeping in mind the confidential nature of some aspects of the work; • Strong interpersonal skills and able to communicate with a variety of people effectively and without judgment; • Strong computer literacy, online research and writing skills, proficiency in Microsoft Office, Word and Excel, and a general knowledge of social media; • Willingness to learn volunteer management skills; • Commitment to a high level of accountability and integrity; • Attentive to detail; • Previously demonstrated initiative and ability to adapt to sometimes rapidly changing priorities; • Demonstrate flexibility, take initiative and lead on a variety of projects, have a strong work ethic, and have an eagerness to expand your knowledge base; • Eagerness to further learn and understand The HSUS' guidelines, policies,

	<p>and positions regarding animal protection issues and ability to appropriately and accurately represent those policies when interacting with the public or otherwise representing The HSUS; and</p> <ul style="list-style-type: none"> • Able to work on a team and as an independent self-starter.
Restrictions	<ul style="list-style-type: none"> • Must be a current HSUS district leader volunteer with a tenure in that position for a minimum of one year; • Must be a minimum of 18 years of age and willing to register to vote, if not already registered; • Must be a current HSUS member or have provided greater philanthropic commitment; • Must have attended at least one Humane Lobby Day (state or federal); • Must be able to learn and follow all HSUS guidelines and policies and follow directions given by staff; • Access to a computer with Microsoft Office and internet capabilities, a phone and reliable transportation; and • Court-ordered community service not accepted.
Tools/Equipment Provided (including Personal Protective Equipment)	n/a
Optional Tools/Equipment	n/a
Supervisor(s)	State Director in assigned state and the Director of Grassroots at The HSUS headquarters
Number of Concurrent Volunteer Openings	Varies by state
Additional Information	<p>All senior district leader volunteers must have experience in the district leader volunteer role for a minimum of one year before they are considered for advancement to the senior district leader volunteer position.</p> <p>Senior district leaders will be reimbursed for specific-related expenses such as any tabling fees at HSUS-sponsored events. We are unable to reimburse for out of pocket expenses related to other volunteer activities with The HSUS such as fuel costs to drive to your state capitol for Humane Lobby Day.</p>
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