

Leash Free Mississauga
BOARD of DIRECTORS VOLUNTEER OPPORTUNITY

Park Zone Representative – Garnetwood Leash-Free Dog Park

Leash Free Mississauga (LFM) is looking for a Park Zone Representative for Garnetwood Leash-Free Dog Park to support the Leash-Free Dog Park operations and participate as a board member.

Who We Are

Leash-Free Mississauga (LFM) is a non-profit organization affiliated with the City of Mississauga through the Community Group Registry Program. As an established member-driven, volunteer-run group of local residents, the organization works closely with the community and the City of Mississauga (Parks, Animal Services, and By-Law) to promote safe, friendly and fun Leash-Free Park Zones where responsible dog ownership is encouraged. We do this through advocating for additional Leash-Free Parks, improvements to existing parks, along with undertaking, public education, events, Leash-Free Park clean-ups, memberships and fundraising initiatives.

The Opportunity

Overall, as a Park Zone Representative serving on LFM's board of directors, you will play an important role as the organization's ambassador and lead contact between Leash-Free Dog users, members, and City of Mississauga staff at a designated Leash-Free Dog Park Zone. You will act as a resource; educating and informing dog owners, members and visitors about responsible use of Leash-Free Dog Park Zone. Your excellent communications and problem solving skills help create an enjoyable, safe and dog-friendly experience for dog owners and their pets.

Role of Leash-Free Dog Zone Representative:

1. **As Park Zone Representative in the Leash-Free Park, utilize your public relation skills to maintain a friendly, courteous and visible presence while in the park zone.**
2. **Communicate info to members and users** in-person and via display boards, social media and other methods. Work closely with Director of Public Relations & Communications and Digital Marketing to ensure accurate, consistent and quality public information.
3. **Plan and encourage participation of park zone activities and operations with LFM members, users, volunteers and city staff** such as park zone maintenance (i.e. mulch spreading, pick up poop day and events/social activities such as National Dog Day, educational workshops, meet and greets, dog related maintenance issues).
4. **Report on Leash-Free Dog Park deficiencies** so they can be addressed in timely manner (i.e. broken locks, fences)
5. **Liase with City Park Staff to assure the upkeep, smooth operation and the enjoyment of the park zones** by its members and users
6. **Respond to issues raised by users in a timely manner.** For example, alert city security, enforcement office and/or police if serious issues arise and/or advise park users to contact these offices to report incidents involving incidents among dogs.
7. **Mediate conflicts among members and users if necessary to promote safety within the parks.** (i.e. recommend park users to refrain from using the parks if their dog is aggressive or demonstrates anti-social behaviour).

Volunteer Opportunity

www.leashfreemississauga.ca

8. **Liaise with the Vice-President on issues related to Leash-Free Dog Parks;** provide information in a timely manner for follow-up and monthly board meeting reports. Prepare Park Zone incident and safety reports as required.
9. **Provide input into the annual LFM budget** by identifying park enhancements, maintenance and capital improvements for existing and new Leash-Free Dog Zone Parks.
10. **Work closely with the Director of Memberships & Volunteers to activate interested volunteers** and members to support the organization's activities. Distribute and gather volunteer application forms, support orientation and training. Encourage local volunteers create a community-supported atmosphere in the park zone.
11. **Undertake local events and support board fundraising and membership initiatives;** work closely with board directors (I.e. National Dog Day, Programs & Events, Membership & Volunteers, Public Relations & Communications)
12. **Comply with related city bylaws and board best practices;** share successful park zone event ideas and initiatives among park zone representatives and board members.
13. **Provide zone information** to the LFM Director of Public Relations and Communications and Digital Marketing for newsletters, website, social media and other approved forms of communication. Follow guidelines for communication set out by the Director of Public Relations and Communications.
14. **Attend Board Meeting; participate when possible on LFM committees,** especially the Zone Park Committee, to share best practices and ideas to improve or enhance the parks.
15. **Work collaboratively with board members** to develop and support the overall mission, goals, financial and strategic direction of the organization.

Knowledge, Skills & Abilities

1. Good communication, problem-solving and interpersonal skills with members, park users and the public.
2. Strong Organizational skills to host activities in the Leash-Free Dog Zone Park; support city-wide LFM events and programs.
3. Good computer skills to prepare information for newsletters and information bulletins
4. Good interpersonal skills to collaborate with board members; recruit and orient volunteers
5. Commitment to the vision, mandate strategic directions of LFM; passionate about contributing to organizational sustainability and resiliency.
6. Experience as a volunteer and serving on a board an asset; a desire to learn about the community, dogs and Leash-Free Dog Park Zones.
7. Approximately 4-5 hours/week approximately 15 hours/month, 2 year term

To Apply

Please submit your resume/profile to: president@leashfreemississauga.ca