

URBAN AUTISM  
SOLUTIONS



**Position: Supervisor - Washdog Chicago**  
**Reports to: Program Manager**

ABOUT US: Urban Autism Solutions (UAS) is dedicated to changing outcomes for young adults with autism through an integrated community life that advances social and vocational opportunities. Learn more about us: [www.UrbanAutismSolutions.com](http://www.UrbanAutismSolutions.com).

UAS is expanding our programming including our new UAS West Side Transition Academy to benefit transition-aged West Side Chicago Public High School students and has developed a need for a part-time supervisor for our local micro-business, Washdog Chicago. This position is part-time for 15-20 hours a week and will pay \$15/hour.

General Expectations of the Washdog Supervisor

- Must love dogs!
- Participate as an instructor at the UAS West Side Transition Academy, helping students learn about the basics of dog walking (e.g. how to approach a dog, what a wagging tail means, how to bathe dog, etc.)
- Responsible and expected to be on all dog walks; each walk is to be a minimum of 30 minutes, unless extreme weather or instructed by supervisor; each walk is a private walk for every dog client
- Uses dog walking app and provide updates to clients after each and every walk
- Ensures that client has adequate food and water (varies per dog)
- Responsible for managing the Washdog Instagram account – at least two posts a week
- Manages dog baths from start to finish and is attentive to dog at all times
- Ensures safety and protection of dog, staff, self and others while walking dog
- Make certain any dogs that are “boarding” at 1212 receive at least one walk and fresh water throughout your shift
- Wear uniform T-shirt and/or Sweatshirt/hat at all times during shift
- Ensure all students who are assigned to walking dogs are in uniform
- Manage 1-2 student dog walkers while scheduled
- Help grow the business by recruiting new clients through marketing and creative efforts (e.g. social media, flyers, general interaction with potential customers on walks, wearing Washdog branded uniform, etc.)
- Model appropriate behavior at all times
- Other duties as assigned

Teaching

- Train students with mild disabilities to interact safely with animals, including recognition of behaviors related to attention, aggression, submission and basic obedience. The

supervisor must be able to teach students the following skills using a modified curriculum:

- Interacting with a dog around other animals;
- Interacting with a dog around children and other people;
- Basic leading, response to simple commands, offering treats;
- Using different leads such as collars, harnesses, corrective collars if needed;
- Feeding
- Bathing
- Model professional behavior at all times
- Train students to navigate to dog owner's home including entering and exiting the home, securing the home, following pet owner instructions;
- Prompt students as needed with the goal of getting the student to walk dogs independently

### Marketing

- Washdog Supervisor is responsible for helping to grow the Washdog business through aggressive marketing, with the goal of four (4) new clients
- Use instagram account, upload photos to UAS google drive, provide FB and twitter messages that will be sent out by the organization
- Provide ideas of your own

### Dress Code/Uniform

- No sweatpants, clean jeans, pants or shorts
- No ripped clothing, dirty or shirts with alcohol, tobacco or similarly related products
- Comfortable shoes for walking
- Washdog T-shirt or other uniform (e.g. sweatshirt) as provided by Washdog
- Washdog has skull caps available and gloves for colder months
- Daily shower and hair washed; if facial hair, nicely groomed and maintained
- All Washdog uniforms (shirts, hats, gloves, etc.) are to remain at 1212 when not in use.
- Washdog Supervisor is responsible for making sure the uniform shirts/sweatshirts/others are washed at least once a week by managing the washing, drying, folding and storage of all uniforms.
- Washdog Supervisor is responsible for inventory and keeping the area clean and tidy at all times.

URBAN AUTISM  
S O L U T I O N S



### Reporting

- Washdog Supervisor is to report to Program Manager
- Washdog Supervisor will be responsible for managing staff and setting clear understandable goals and expectations for staff, using the best form of communication as directed by Program Manager (e.g. text, phone call, emails, etc.)
- Washdog Supervisor is responsible for recording all walks, payments, notes, etc.

Schedule - to be determined

Interested candidates should email: [Info@UrbanAutismSolutions.com](mailto:Info@UrbanAutismSolutions.com).

Learn more about us at [www.WashdogChicago.com](http://www.WashdogChicago.com) and [www.UrbanAutismSolutions.com](http://www.UrbanAutismSolutions.com).