



# TNR Coordinator

**Position Overview:** The TNR Coordinator is an essential member of the M2BL team, responsible for managing and coordinating the logistics of TNR efforts, which include trapping feral cats, arranging veterinary care, and ensuring their safe return or relocation. The TNR Coordinator will play a critical role in controlling the feral cat population and improving the overall health and well-being of community cats.

## **Key Responsibilities:**

- **Volunteer Coordination:**
  - Identify and recruit volunteers for TNR activities.
  - Ensure volunteers are trained in the proper use of traps and handling of feral cats.
  - Maintain an updated list of available volunteers and their contact information.
  - Communicate with volunteers to coordinate schedules and assign tasks.
- **Logistics Management:**
  - Ensure traps and other necessary supplies are available and distributed to volunteers.
  - Arrange transport and temporary housing for captured adult cats and kittens.
  - Coordinate with Animal Welfare Operations Coordinator to find appropriate recovery locations for captured animals.
  - Maintain an inventory of TNR supplies and ensure they are replenished as needed.



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- **Veterinary Coordination:**
  - Schedule veterinary appointments for spaying or neutering of adult cats and health checks for kittens.
  - Ensure all captured cats and kittens receive necessary medical attention and treatments for health issues.
  - Maintain records of veterinary appointments and outcomes.
- **Post-Procedure Management:**
  - Monitor the recovery of cats after spaying or neutering procedures.
  - Arrange for the safe return of adult cats to their original locations or relocation to barn homes if necessary.
  - Coordinate with barn home providers to ensure a smooth transition for relocated cats.
- **Community and Stakeholder Engagement:**
  - Liaise with community members, property owners, and other stakeholders to facilitate TNR efforts.
  - Educate the community about the benefits of TNR and promote responsible feral cat management.
  - Address concerns and provide support to individuals and groups involved in TNR activities.
- **Record Keeping and Reporting:**
  - Maintain detailed records of TNR activities, including the number of cats trapped, spayed/neutered, and returned or relocated.
  - Provide regular reports to the Board of Directors on the progress and impact of TNR efforts.
  - Ensure compliance with all relevant regulations and guidelines related to TNR activities.



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## **Qualifications:**

- Strong organizational and logistical skills.
- Experience with animal rescue, particularly in TNR efforts, is preferred.
- Excellent communication and interpersonal skills.
- Ability to work independently and manage multiple tasks simultaneously.
- Compassion for animals and a commitment to improving the welfare of feral cats.
- Valid driver's license and access to transportation for coordinating logistics.

## **Commitment:**

- This is a volunteer position with flexible hours. The exact time commitment will vary based on current TNR needs.