

## ***Adoption Position Description***

Ideally, SENC Rescue will attempt to have 3 people in the *Adoption* position - One for North Carolina, another for South Carolina, and the third person would handle Georgia and Alabama (not a lot of apps come in from AL). The *Adoption position* may be any SENC Club Member in good standing. Adoption is responsible for finding an Adoptive “forever” family for the dog. The duties of Adoption include pre-screening adoptive families, discussing benefits of adoption with prospective adoptive families, and discussing how a rescue dog may have special needs or issues.

The *Adoption position* has the benefit of seeing a “forever” family and Newfoundland dog come together as a family.

- ❖ Interview prospective adoptive families, via a telephone conversation, using the applications that come in from the SENC web site. Anyone that is interested in adopting a rescue Newf must complete an Adoption Application in order to be considered. This includes SENC club members as well.
- ❖ Make sure the prospective adoptive family completely understands that rescue Newfs:
  - Are often the products of poor breeding practices so they don't have the 'Josh' look.
  - Are often smaller than the breed standard.
  - Are often older (not a cute little puppy).
  - Often have behavioral issues and bad habits.
  - Often have no obedience training
  - Will be completely vetted (including spay/neuter) but do not come with a Health Guarantee.
  - Have a lot of love to give to the right family.
- ❖ Make sure the prospective adoptive family understands that there are no refunds if the adoption does not work out; they cannot give the dog away to someone else, the dog MUST be returned to SENC.
- ❖ Arrange for Home Inspection of the prospective adoptive family
  - Use “*Home Inspection for Adoption*” form (Page 29) to conduct home inspection.
  - If the prospective family passes inspection, then proceed with adoption. If the family does not pass inspection, then discuss the concerns and issues with them. In addition, discuss these issues with the Rescue Chair. Provide the prospective family with a due date to have these concerns and issues corrected.
- ❖ Match dog to adoptive family.
  - Careful consideration must take place. Keep in mind what the adoptive family would like to do with the dog, as well as any issues the dog may have. Use the Adoption Application, the Home Inspection form and the weekly Foster Evaluations to help make your decision in matching the dog to the family.
- ❖ Arrange Meet & Greet between dog and adoptive family; all members of the family MUST attend. After the Meet & Greet the family must wait 48\* hours before the adoption can be finalized. This will give them the opportunity to discuss amongst themselves any concerns they might have and make sure this is the dog they truly want.

\*In some cases, the 48 hours may be waived if the adoptive family has to travel more than 100 miles to meet the foster family. As long as the foster family feels that the dog and the adoptive family have a compatible relationship during the meeting, then the adoptive family may take the dog.

- ❖ Work with foster family to coordinate adoption transport date and time.
- ❖ Ensure that the “*Rescue Placement Agreement*” form is completed and signed and that the adoption fee of \$380 is collected at the time of transfer.
  - Two original “Rescue Placement Agreement” forms must be filled out and signed.
  - Adoption fee needs to be in the form of a check or money order (no cash). Check is made payable to: SENC Write in ‘memo’ section: Rescue – (dog’s name).
  - If the check is accidentally made payable to you, endorse it over to SENC. On the back side of the check – write: “Payable to SENC” & sign your name.
- ❖ The Adoptive family will be provided with all paperwork at the time of transfer. This includes:
  - Veterinarian Records
  - Original, executed “Rescue Placement Agreement” form
  - Reference materials about Newfs and general dog care (found in the Reference section of this manual. Also refer them to the SENC web site as well as NCA’s web site)
- ❖ Send the check and second original, executed “*Rescue Placement Agreement*” to Rescue Chair.
- ❖ Provide name and contact information of adoptive family to Administrative person so microchip information can be completed and sent in to National Registry.
- ❖ Maintain on-going communication with adoptive family throughout adjustment period to ensure the match is a good fit for both dog and family. Use the following as a guideline:
  - Contact adoptive family after 3 full days.
  - Contact adoptive family at the end of the first full week.
  - Contact adoptive family at the end of the first full month.
  - Contact adoptive family at the end of three full months.

<p><b>Note:</b> Make sure the Adoptive family understands that SENC is available to help them with questions for the lifetime of the dog.</p>
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This information has been compiled by the Southeastern Newfoundland Club, as part of their comprehensive rescue program. We are grateful for their generosity in sharing all of their hard work.- NCA 2006