



## **Career Opportunity: Coonhound Programs Manager**

Founded in 1898 and based in Kalamazoo, United Kennel Club (UKC) is the largest all-breed performance-dog registry in the world, registering dogs from all 50 states and 25 foreign countries. Celebrating the unique Total Dog philosophy, UKC events highlight the instincts and heritage of dogs that look and perform equally well, as more than 60 percent of our annually licensed events are tests of hunting ability, training, and instinct. At UKC we pride ourselves on our family-oriented, friendly, and educational events that welcome both purebred dogs and dogs of unknown ancestry.

We are recruiting a self-motivated and detail-oriented Coonhound Programs Manager to grow with us at UKC. In this fast-paced role, you would grow to handle all activities related to the Coonhound Program from communicating with customers to program development.

### **We are looking for a driven and detail-oriented team member who:**

- Has experience with UKC Coonhound programs, judging, club office involvement, or accomplishments with Coonhounds
- Has at least intermediate proficiency with MS Outlook, Word, and Excel
- Has the ability to multi-task and manage time wisely in a fast-paced office environment
- Enjoys working independently and has a track record of exercising good judgement

### **Your core responsibilities would be to:**

- Communicate with customers and clubs regarding sport-specific questions and complaints
- Evaluate and develop rule and policy proposals
- Compose sport-specific monthly columns for industry magazines
- Aid in planning events and yearly award programs
- Travel to and represent UKC at major events

### **Our compensation and benefit offering to you:**

- Company-supported medical, health dental, vision, and life insurance programs
- Paid vacation and sick time after one year plus paid holidays
- 401(k) with company matched contributions
- Continuous training and development programs with opportunities for growth and advancement

Salary for this position is commensurate with experience.

If you love Coonhounds and enjoy working in a high-paced environment, we know you would love working on our team.

Please submit your resume to [careers@ukcdogs.com](mailto:careers@ukcdogs.com).