




VOLUNTEER OPPORTUNITIES
(please check your areas of interest)

- Front Office: General Administration**
Days/times needed: Wednesday – Saturday: 11am – 4pm
Light office work – answer phones, check/respond to email inquiries, check/respond to voice mail, etc.
NOTE: FOR SCHEDULING PURPOSES, WE ASK FOR A WEEKLY SHIFT COMMITMENT.

- Front Office: Greeter/Answering Phones**
Days/times needed: Wednesday – Saturday 11am – 4pm
Greet the public, answer questions regarding adoptions, general pet care, events, fundraising, etc.
NOTE: FOR SCHEDULING PURPOSES, WE ASK FOR A WEEKLY SHIFT COMMITMENT.

- Dog Walking Team**
Days/times needed: Every day of the week
Shift 1: 9:00am  **Shift 2: 2:00pm**  **Shift 3: 7:00pm**
Assist with cleaning dog kennels, replenish food, change water, walk, socialize and bathe dogs.
NOTE: FOR SCHEDULING PURPOSES, WE ASK FOR A WEEKLY SHIFT COMMITMENT.

- Cat Care Team**
Assist with cleaning cat cages, replenish food, change water and scoop or change litter boxes, as necessary.
Wash cat dishes; assist with laundry, as needed.
NOTE: FOR SCHEDULING PURPOSES, WE ASK FOR A WEEKLY SHIFT COMMITMENT.

- PetSmart Adoptions**
Days/times needed: Saturday & Sunday
Shift 1: 10am – 1pm  **Shift 2: 2pm – 4pm**
Conduct adoptions off-site at PetSmart. Provide personality backgrounds of animals; answer questions regarding adoptions, general pet care, etc.
NOTE: FOR SCHEDULING PURPOSES, WE ASK FOR A WEEKLY SHIFT COMMITMENT.

- Animal Transporters**
Using the shelter van, transport animals to off-site adoption events, as well as vet’s offices and PetSmart.

- Shelter Maintenance**
Cleaning of floors, windows, and public areas. Lawn work. Laundry, as needed.

- Events**
Assist in setting up and taking down of tents, tables, chairs, displays, etc. **Must be able to lift 25 lbs.**

- Parking**
The League has several fundraising opportunities throughout the year to operate parking lots at events. Responsibilities would include: handing out League literature, directing cars into spaces, making change.

- 3RD Friday Team : Monthly**
Each month the League has a booth at Safety Harbor’s “3rd Friday” and we need volunteers to greet the public, hand out flyers, answer questions about our adoptable pets, sell League merchandise, etc.

- Distribution Team**
In preparation for major League events, the team attends local events, to hand out event flyers, discuss League programs and adoptions. Must have an enthusiastic attitude and be comfortable talking to public.

- Cat/Kitten Foster Care**
Care for kittens or special need cats in your home until they are ready for adoption. Prospective foster parents must complete a foster parent orientation session.

- Dog/Puppy Foster Care**
Care for puppies or special need dogs in your home until they are ready for adoption. Prospective foster parents must complete a foster parent orientation session.

- Adoption Follow-Up Calls**
Call households which have recently adopted a pet from us. Provide assistance, as needed in general training and trouble shooting potential problems.

Please read the following information closely. It is intended to make your experience at the League safe and informed.

1. Animal Bites and/or Scratches

I understand that I must immediately report all bites and/or scratches to the designated person in charge.

2. Rabies

Many animals without proof of rabies vaccination will be received at the League. The risk of coming into contact with a rabid animal is extremely rare, however possible. Animals four months of age or older, which are placed for adoption, will have received their rabies vaccination. I understand that pre-exposure rabies shots are available, but not required. I also understand that the pre-exposure vaccine does not prevent rabies; it merely reduces the number of injections required after contact with a rabid animal.

3. Tetanus

- a. Suncoast Animal League recommends you have a tetanus shot prior to volunteering.
- b. If you do not have an up-to-date tetanus shot, nor do you intend to acquire a tetanus shot prior to volunteering, please read and sign the following important information:

- ❧ If I am injured in any way including but not limited to, any open wound while volunteering for the League, I agree to seek immediate medical attention and receive a tetanus shot at that time along with any other treatment that is recommended by the medical provider.
- ❧ I acknowledge that I am aware of the dangers of contracting Tetanus, and that Tetanus is completely preventable by immunization. Immunization is considered to provide protection for ten (10) years.
- ❧ I am aware that the symptoms include spasms and tightening of the jaw muscles, stiffening of the neck and other muscles, spasms and rigidity of the back muscles, often causing aching, seizures, irritability and fever. Other symptoms include excessive sweating, difficulty swallowing, hand and foot spasms, uncontrolled urination and defecation.
- ❧ I am aware that complications of Tetanus are: airway obstruction, respiratory arrest, heart failure, pneumonia, vertebral fractures and sometimes death.
- ❧ I _____ do hereby acknowledge that Suncoast Animal League has recommended that all volunteers receive a tetanus shot prior to volunteering. Booster shots are recommended every ten (10) years in order to be effective.

4. Terms and Conditions of Volunteering

- a. I fully understand and agree to provide my services to the League without expressed or implied promise of salary, compensation, employment type benefits, including, but not limited to employment insurance programs, worker's compensation accrual in any form, vacations or sick time.
- b. I fully understand that the dispositions of the animals which are handled at the League are not always known. I agree to hold the League harmless for any injury(s) that I may incur, including, but not limited to, animal bites and/or scratches which I may sustain from handling animals during the course of my volunteer duties.
- c. I fully understand and agree to assume all risks involved in any and all duties that I perform for the League in my volunteer capacity. I also agree to follow the policies and procedures of the League.
- d. I fully understand that the League expects a high standard of moral and ethical conduct in the treatment of the animals in their care. I agree to adhere strictly to these standards in my volunteer capacity while at or representing the League.
- e. I agree to treat League staff, fellow volunteers and the public with honor and respect at all times.
- f. I agree to provide a minimum 24-hour notice if I am unable to come in during a scheduled volunteer day.
- g. I agree to wear proper attire while representing the League, which includes: non-revealing clothing, closed-toed shoes, sleeved shirts.
- h. I fully understand and acknowledge that services are to be performed subject to all the rules and regulations of the League, that violations of said rules and regulations shall be cause for immediate dismissal of all services.

5. Release of Liability

I acknowledge that all services are performed at my risk and that the League does not provide any type of insurance coverage for volunteers. On behalf of my heirs, my personal representatives or administrators, I hereby release, discharge, indemnify and hold harmless the League, its agents, servants and employees from any and all claims, causes of action or demands of any nature or cause including costs and attorneys' fees incurred by the League in connection with the same based on damages or injuries which I may incur or sustain in any way connected with my services for the League, including but not limited to, animal bites, accidents or injuries.

Emergency Contact and Relationship

Phone

Volunteer Applicant Signature

Date