

Volunteer application

****Please answer ALL of the following questions. Incomplete applications will not be considered.**

Your/spouse full name: _____

Address: _____

City: _____

State: _____

Zip code: _____

Best time to contact you: _____

Home and cell phone: _____

Work phone: _____

E-mail address: _____

Please explain why you would like to be a volunteer:

Provide 3 references (not family members) name, email, and phone

What other places have you
volunteered _____

Number of hours/days you would be able to volunteer: (Remember that any hours you are schedule and you don't show up then we have to do your work which causes everything to go hay wire

Mon: Tues Wed Thurs Fri Sat
Sun

How did you hear about us? Please be specific (PetFinder, Craigslist, Google, etc.)

Which of the following positions are you interested in doing:

___ Fundraiser Coordinator-----Organizes fundraisers to raise money and supplies to keep the rescue going. You will be in charge of any volunteers during that time that helps. Can be done at your home

___ Volunteer Coordinator-----manage volunteers and schedule times, do volunteer meetings, enlist volunteers and organize a get-together for volunteers twice a year. Can be done at your home

_____ Grant Writer----fill out grant applications and submit applications. Can be done at your home

_____ Animal Caretaker-----Clean kennels and crates and dog houses, check dogs for any signs of illness, walk dogs, bath dogs, and play with dogs, feed and water. Will be done at home base and holding kennels

_____ Grounds keeper----mow grass, poop scoop, weed eat, sow grass every week, anything g that will make the grounds look good and be sanitized for animals

_____ Web Designer----maintain and keep web site looking good and up to date

_____ Tax Preparer----do our 990, sales tax, personal property and any other tax items that need done

_____ Lawyer----to do any legal items

_____ Adoption Coordinator---- Do home visits, interview perspectives adaptors, do after care visits, approve/disapprove applications

_____ Office Work-----file, clean, answer phone, assist secretary. Done at home base

_____ Transporter----transport animals to and from doctors, adoption events and other places

_____ Fundraiser Assistant----assist the fundraiser coordinator with whatever they need

There will be a board meeting every 6 months to keep up to date on items. There will be a volunteer meeting every 6 months and a training session for volunteers 2 x months. All volunteers are required to attend a training session before starting to volunteer. All board members are required to attend meetings. Everyone is required to read the handbook and sign it. If you want a copy of it you may take it and make one or download from the website. Please sign up on the events calendar if you can help at the events.

Thank you for volunteering with us and if you ever have any questions or concerns feel free to come to us at any time