

Volunteer (Animal Care Assistant) Job Description

Concise outline of work experience job duties:

Previous professional animal and/or infectious disease handling background preferred

1. Assist shelter staff fulfill the organization's mission & provide for the welfare and care of animals in its charge
2. Assist shelter staff in ensuring facility is maintained in a sanitary & safe fashion to protect the health of animals, staff, other volunteers & visitors
3. Follow established standard operating procedures in providing basic animal care including cleaning & sanitizing of animals' enclosures & items used by animals
4. Report signs of disease, injury and abnormal behavior to shelter staff
5. Follow shelter staff's established guidelines in providing exercise, enrichment & socialization to shelter animals
6. Work respectfully & cooperatively with shelter staff and fellow volunteers to fulfill all assigned tasks

Days available: Monday Tuesday Wednesday Thursday
 Friday Saturday Sunday

Hours available: 8:30am to 11:00am, 1:00pm to
3:00 pm & 3:30pm to 6pm

Machines, tools or other equipment that will be used:

Cleaning & sanitizing equipment including but not limited to non-hazardous and hazardous detergents & disinfectants, scrub brushes, hoses, brooms & utility sinks. Potential exposure to infectious and zoonotic disease, injuries including but not limited to animal bites and scratches. Training is provided & procedures must always be followed to decrease these risks.

Skills volunteer will acquire or improve while on the job:

Animal handling, disease control, facility maintenance, teamwork & leadership skills.

Physical activities involved: (all are not required) Lifting up to 20 pounds, Standing for periods of one hour or more, Frequent crouching or bending at the knees, Handling of animals weighing up to 100 pounds, Potential exposure to

noxious or irritating fumes & smells, Frequent use of hands, wrists & arms in cleaning & animal handling