



VOLUNTEER POSITION DESCRIPTION ANIMAL CARE

TITLE:

Ready, Wait Volunteer Assistant AC-RWV

MAJOR OBJECTIVE:

Assist Animal Care staff in moving animals from Ready/Wait, Pre-OP to the clinic and Post Op and recovery to general population for adoptions.

RESPONSIBILITIES:

1. Partner with Animal Care staff to ensure efficient flow of animals to and from the clinic in a timely manner.
2. Clean and/or sterilize crates at beginning and/or end of shift.
3. Set up kennels for new cats and dogs.
4. Report any questions concerns to AC staff member or, if unavailable, to the Director of Operation.

QUALIFICATIONS:

1. Knowledge and familiarity with cat/dog temperaments and body language
2. Effective communication and listening skills
3. Ability to handle stressful situations
4. Ability to project a professional image
5. Dedication to Center philosophies
6. Minimum of 18 years of age

TRAINING:

1. Attend MSRPAC's volunteer general informational session
2. Interview with the Volunteer Services manager or designee.

TIME AND PLACE:

Shifts available Tuesday thru Friday, Am shifts 5:00am – 9:00am, PM shifts available 4:00pm – 6:00pm

COMMITMENT:

Three hours per week for a minimum of six months.

SUPERVISION:

Direct supervision Animal Care Department, indirect supervision by the Volunteer Services manager

BENEFITS:

1. Continuing Education

2. Recognition events
3. Volunteer newsletter
4. 10% discount at Critter Corner Pet Store
5. Personal fulfillment
6. Licks, wags and purrs!