



4221 Hanover Rd
Columbia, IL 62236
618-939-PETZ (7389)

APPLICATION FOR VOLUNTEER WORK

Thank you for your interest in volunteer opportunities! Your contribution will surely make a difference for our homeless pets. Answering these questions will help us find the best fit for you. If under 18, you must have a parent volunteer with you or have approval by the Volunteer Coordinator. **All volunteers must agree to respect and abide by the policies of Helping Strays.**

TELL US ABOUT YOURSELF (please print clearly):

Name _____
Parent's Name if Under the Age of 18 _____
Address _____
City, State and Zip Code _____
DOB _____ Male Female
Home Phone _____ Cell phone _____
E-mail _____
Emergency Contact Name _____
Emergency Contact Phone Number _____
Do you have any know pet allergies _____

TELL US ABOUT YOUR INTERESTS AND PETS:

Level of Education (area of study if applicable) _____
Your interests and hobbies _____
Past volunteer experience _____
Any experience working with animals? _____
Why are you interested in volunteering with Helping Strays? _____
Do you have a pet? Description _____
Your vet's name / phone _____

WHAT KIND OF VOLUNTEER COMMITMENT INTERESTS YOU?

Length of time you would like to volunteer: One-time Short-term On-going
Days and times you would be available: Morning Evening Weekends
Do you understand that if you miss your shift with no advance notice to Helping Strays, the animals will not be receiving the care they so desperately need? _____
Are you committed enough to keep your shifts or arrange for another Helping Strays volunteer to cover them? _____
Are you willing to attend training sessions? _____

HERE'S WHAT WE CURRENTLY HAVE TO OFFER:

These are the areas where we need help; please indicate any and all that are you interested in. Some tasks are to be done at the shelter building, others are off site.

- Animal Care** – Scooping/washing litter pans, cleaning crates/kennels, feeding, dog washing, dog walking, washing dog and cat food bowls, preparing dog treats and filling Kongs. **We have an established protocol that must be followed.**
- Dogs or Cats** – Give us your preference on working with Dogs or Cats. _____
- Shelter Upkeep** - assist the shelter staff with keeping the dog area clean. This would include scooping, mopping and cleaning up whatever mess is made by one of our dogs.
- Animal Socialization** – Playtime, brushing, walking, or just sit quietly and pet! Socialization is so very important for shelter animals.
- Laundry** – What fun but such a necessary task at a shelter; the animals will appreciate the clean blankets and towels!
- Fostering** – Short-term and long-term – this will *always* be an integral part of our organization in addition to our shelter.
- Foster Buddy** – Transporting animals to adoption events when the foster family is unable to do so.
- Adoption Events** – Set up and take down, help with the animals on-site at adoption, greet visitors, hold dogs on leashes and taking them for potty breaks.
- Fundraising Events** – Responsible volunteers with a professional approach help make our events successful! Most events take place on weekends.
- Soliciting Donations** – Items are always needed for attendance prizes for our Mutt n Me, A Cause for Paws and Jingle Bell Walk among other events. They don't necessarily have to be pet-related items.
- Grant Writing** – Grants are needed to help fund daily operations at the shelter.
- Photography** – Volunteers to take quality photos of our available for adoption dog and cats to be used on our website and facebook pages.
- Feed Store Meow Town Cage Duty** – Duties consist of feeding, cleaning litter pans and general clean up at our Meow Town located within the Waterloo Feed & Pet Supply.
- Petsmart** – Duties consist going to Petsmart in Belleville Crossings and cleaning cages and socialization.
- Business Office** – Duties consist of filing, mailings, answering phones, copies and general office work.
- Pet Bios** – Help the Pet Bio team write Pet descriptions.

Do you have an idea that isn't listed here? We'd love to hear about it! _____

I hereby give Helping Strays permission to verify any information I have provided.

(Signature)

(Date)

Parent or Legal Guardian Signature



VOLUNTEER RELEASE FORM

By signing below, I accept a position as Volunteer for the Helping Strays of Monroe County, herein after referred to as “Helping Strays”, upon the following terms, conditions, and understandings:

Terms & Conditions

My services to Helping Strays are provided strictly in a voluntary capacity as a Volunteer, and without any express or implied promise of salary, compensation or other payment of any kind whatsoever.

My services are furnished without any employment-type benefits, including employment insurance programs, worker’s compensation accrual in any form, vacations or sick time.

I will accept the guidance and decisions of the volunteer coordinator. I will stay within the bounds of volunteer responsibility.

I will familiarize myself and comply with Helping Strays policies, procedures, and protocols. Failure to do so may result in my immediate termination as a volunteer. In particular, I fully understand that Helping Strays expects high standards of moral and ethical treatment of the animals in its care. I will adhere strictly to these standards in my capacity as a Volunteer.

I agree to be present for my assigned shifts and to carry out duties promptly and reliably.

Dress Code

Volunteers play a critical role in the functioning of Helping Strays. We could not adequately care for our animals without your generous donation of time and devotion to the animals. It is our duty and obligation to protect the health and well-being of our volunteers, just as that is our top priority for our employees and our animals. In order to accomplish this we ask that you follow the Volunteer Dress Code and Recommended Guidelines.

1. Closed toed shoes are a non-negotiable requirement for volunteering with the animals.

This is for your personal safety, to keep animal waste and cleaning chemicals off your feet as well as to prevent injury from dogs’ toenails.

2. Long pants are the highly recommended apparel for volunteers all year round.

This is a personal safety issue also. Long pants protect your legs from scratches. More importantly, you could be knocked down by a dog or inadvertently kneel while working with a dog and come in contact with a contaminated surface.

Bodily contact, such as kneeling, on contaminated soil outdoors or on the shelter floor can potentially allow parasite larvae to penetrate your skin. These parasites can cause serious health conditions. Wearing protective clothing can help reduce your risk of getting parasites and becoming ill.

If in the hot summer months you feel that you cannot tolerate long pants and you choose to wear shorts, please remember that you are at increased risk for parasites if you kneel, fall, etc., and that you are therefore assuming an increased risk of exposure to disease.

Suggestion: Light-weight ‘scrub pants’ are very inexpensive and cooler than traditional long pants for summertime use and would be a safer alternative than shorts.

Recommended Guidelines for Volunteering in the Shelter

- Regardless of your attire, if **ANY** exposed skin comes in contact with the ground or shelter floor, scrub these areas thoroughly with soap & water before leaving the shelter.
- If you are scratched by a cat or dog; please *immediately* scrub the affected area thoroughly with soap and water and seek first aid as necessary from the shelter staff.
- All injuries must be reported to the shelter staff at the time of occurrence.
- Please remember to make thorough hand washing the last thing you do before leaving the shelter!
- Remove and wash your shelter clothing immediately upon your return home, shower if necessary.
- Dedicated ‘shelter shoes or boots’ are recommended. Store in a breathable bag in your trunk or garage. Otherwise, clean the soles of your shoes before wearing them into your home by washing off any visible debris and then cleaning your shoes with a freshly made 10% bleach (regular, non-scented) solution.

Release

I understand that the handling of animals and other Volunteer activities on behalf of Helping Strays may place me in a hazardous situation and could result in injury to me or my personal property. On behalf of myself, and my heirs, personal representatives and assigns, I hereby release, discharge, indemnify and hold harmless Helping Strays and its directors, officers, employees and agents from any and all claims, causes of action and demands of any nature, whether known or unknown, including costs and attorney’s fees incurred by Helping Strays in connection with the same, based on damages or injuries arising out of or in connection with my Volunteer activities on behalf of Helping Strays.

Photographs: public relations are an important part of a Volunteer’s activities on behalf of Helping Strays. On behalf of myself, my heirs, personal representatives, and executors, I hereby authorize Helping Strays to use any photographs of me in its possession for public relations purposes. Helping Strays will have the right to use all photographs that I submit to Helping Strays for marketing materials or in any other way Helping Strays sees fit.

Notice to pregnant Volunteers – possible risk of exposure to toxoplasmosis: I understand that there is a small but medically serious risk of exposing my unborn fetus to toxoplasmosis. I understand that this organism may pose a risk of harm to my unborn fetus. I further understand that it is solely my responsibility to monitor my status regarding pregnancy. I also understand that the organism toxoplasmosis exists widely in the modern environment apart from the feline population, and can be contracted in ways other than from a cat.

I have read this agreement carefully and fully understand its contents. I am aware that this is a waiver and release of liability, and an enforceable contract between me and Helping Strays. I of my own free will acknowledge this.

Date

Signature of Volunteer

Signature of Helping Strays Representative

Parent or Legal Guardian (for volunteers 17 years and younger)

As a parent or legal guardian of the above-name volunteer, I hereby give consent for my child or ward, as the case maybe, to become a Volunteer for Helping Strays as described in the above Volunteer Agreement and, by the signature below, join in and agree to be bound by the terms and conditions of the Release on this Agreement. I understand that each volunteer 17 years and younger must be accompanied by a parent/guardian or authorized adult at all times.

Date

Signature of Parent/Legal Guardian

Signature of Helping Strays Representative

The Mission of Helping Strays is dedicated to placing abandoned and homeless pets in loving new homes. By promoting responsible pet ownership, our goal is to reduce the number of homeless pets and to prevent animal cruelty. We seek a truly humane society where compassion and understanding guide our relationship with animals and the human-animal bond is strong and healthy.