



Volunteer Application

**Volunteers must be at least 16 years or older to volunteer, or 12-15 if accompanied by an adult at all times.*



Name _____ Phone _____

Address: Street _____ City _____ Zip _____

Email (PRINT CLEARLY!) _____

Birth date: _____ At least 16 years old? Yes No
If no, do you have a partner 18+ to volunteer with? Yes: Name: _____ No

Emergency Contact:

Name _____ Phone _____ Relationship _____

Are you a student? Yes No If yes, will you be in Chico for summer/winter break? Yes No

Is this for a class project? Yes Hours needed _____ By (date) _____

Occupation: _____

T-Shirt Size: _____ (T-shirts cost \$10 and are mandatory-fee is due at orientation-cash or check only!)
 I cannot afford to pay the required fee and request to have it waived because _____

My Availability is: Ongoing (6 Months or More) Yes No
If No: Only Between: ____/____/____ -- ____/____/____

I would like to volunteer _____ hours per Week Month
(volunteering requires at least SIX hours per month)

Once you are scheduled, are you willing to be on-call if we need extra help? Yes No

What are you interested in doing?

- | | |
|---------------------------------------------------------------------------------|---------------------------------------------------------------------|
| <input type="checkbox"/> Dog Care (includes some cleaning): Daily (9am-6pm) | <input type="checkbox"/> Special Events: Times vary |
| <input type="checkbox"/> Cat Care (includes some cleaning): Daily (9am-6pm) | <input type="checkbox"/> Office/Publications: Daily (10am-6pm) |
| <input type="checkbox"/> Adoption Counseling/Greeter: Daily (12pm-6pm) | <input type="checkbox"/> General shelter cleaning: Daily (9am-12pm) |
| <input type="checkbox"/> Mobile Adoptions: mostly Saturdays, times vary | <input type="checkbox"/> Partner for Jr. Volunteers: Varies |
| <input type="checkbox"/> Shelter Maintenance (building, repair, etc.): flexible | <input type="checkbox"/> Foster Care: requires separate application |
| <input type="checkbox"/> Flier Distribution | <input type="checkbox"/> Pet Taxi (transporting animals): flexible |

For Office Use Only

Orientation date: _____ PIN number: _____ T-Shirt: _____

- Art Computer/Clerical Construction Electrical Fundraising
- Graphic Design Grooming Landscaping Music Photography
- Plumbing Sewing Veterinary Experience : _____
- Website Development Other: _____

How did you find out about volunteering at the Butte Humane Society?

- Walk-In BHS Website Other Website Friend/ Family Other _____

Why are you volunteering at Butte Humane Society?

- To help homeless animals To attend with a Jr. volunteer: Name: _____
- Community Service (through school) Other: _____

Do you currently have or have you had pets in the past? If so, what type?

Describe any experience you have working/volunteering with animals (other than your own)

By signing below I agree to the following: *Butte Humane Society does not provide insurance for volunteers. As a volunteer, I am responsible for injury or illness resulting from volunteer work at the shelter or public events. I will agree to follow the policies and procedures as set forth by the BHS board and staff. I am aware that there is a potential risk of infecting my own pets with diseases I may come into contact with by handling animals. I understand that Butte Humane Society strongly suggests that all of my pets are fully vaccinated before I volunteer at the shelter.*

Volunteer Signature _____ **Date** _____

Parent/Guardian if under 18 _____ **Date** _____

By signing below I agree to the following: *I hereby grant the Butte Humane Society permission to use my likeness in a photograph and/or video in any and all of its publications, including website entries, without payment or any other consideration. I understand and agree that these materials will become the property of the Butte Humane Society and will not be returned. I hereby irrevocably authorize the Butte Humane Society to edit, alter, copy, exhibit, publish or distribute any photo/and or video for purposes of publicizing the Butte Humane Society's programs or for any other lawful purpose*

Volunteer Signature _____ **Date** _____

Parent/Guardian if under 18 _____ **Date** _____

- I deny Butte Humane Society permission to use photo/video of myself in the above mentioned context.



RULES YOU MUST FOLLOW WHILE VOLUNTEERING AT BUTTE HUMANE SOCIETY

After reading each rule and agreeing to them, initial in the spaces provided

- Volunteers can only take **ONE** dog **per person** out of a kennel at any time.
- If I am volunteering with more than one person and we would both like to take a dog out of a kennel, the **dogs must be from the same kennel!** There are three socialization areas so if we would like to take dogs out of different kennels, we must take them to different socialization areas.
- I **MUST** report any scratches, bites or other injuries that break the skin and cause bleeding while volunteering or at the shelter.
- No puppies under the age of **5 months** can be touched or taken out of their kennel/cage, unless they are fully vaccinated. No animals that have "I need vaccinations" tags may be taken out of their kennel/cage.
- I will not **touch, take out, or talk to the public** about any animals that are not listed for adoption. I am NOT allowed to enter the quarantine area, the courtyard area or the medical room.
- I must wear some sort of identification that shows that I am a volunteer (shirt, button or name tag)
- I must sign in and out using my PIN number on the Volgistics system on the computer in the lobby. If I don't remember my PIN, I can come to the admin office to let Kendall Story know or leave a note on her desk stating my name, date, when I clocked in and out and what activity I did.
- When speaking with the public, I must identify myself as a volunteer. If I'm asked a question and am not 100% sure that I can provide a complete and correct answer, I will refer them to a staff member.
- I must listen to and follow rules and guidelines that employees and advanced volunteers give me while volunteering at the shelter, especially during my training period.

I understand and agree to abide by these rules and realize that if I break one of these rules I will be given a verbal warning; a second will result in a written warning; and the third serious offense will result in my termination as a volunteer.

Signature _____

Print Name _____ Date _____