



## Volunteer Application

Applicant Information			
Name:		Date:	
Date of Birth:			
Street Address:			
City:		State:	Zip:
Daytime Phone:		Cell Phone:	
Email:			
Emergency Contact:			
_____		_____	_____
Name		Relationship to You	Phone Number
How did you hear about this volunteer opportunity?			
What do you hope to gain from volunteering with the Humane Society of the Nature Coast (HSNC)?			

Related Education and Past Experience			
Please list any educational degrees, programs, or courses you have taken that you believe would be helpful as a volunteer with the HSNC. Please include present enrollments and use an additional sheet, if necessary. You may attach transcripts if you wish them to be considered as part of this form.			
Name of School	Dates Attended	Major(s)	Degree/Certificate(s)
Have you ever volunteered at HSNC before?      Yes      No			
If yes, when and in what capacity?			
Do you have previous experience working with animals? If yes, please describe the species you have experience with and the nature of the work.			



## Volunteer Application

### Area of Service

Please indicate your areas of interest: (select all that apply)

**Dog Handler:** Introduce dogs to potential adoptive families, provide enrichment to the dogs in the shelter, and walk dogs on property. Dog handlers are needed at adoption events to manage leashed dogs. (Minimum age 18 years old)

**Cat Specialist:** Introduce cats to potential adoptive families, provide enrichment to the cats in the shelter, groom, and refill food and water as needed in cages. Cat specialists are needed at adoption events to manage confined and/or leashed cats.

**Customer Care:** Provide administrative support to staff by helping with common office duties and appointment scheduling. These individuals are the first point of contact with the public. They answer phones, take message, answer potential adopter questions, perform post adoption checks, and document donations received.

**Outreach/Events:** Promote HSNC by interacting with the general public, answering any questions, providing information about opportunities for individuals and businesses to get involved, identifying additional outreach opportunities and assisting with event planning

**Volunteer Leadership:** Help develop our volunteer program by participating in a volunteer leadership team, helping to deliver volunteer orientations and training, and helping to engage volunteers more fully in our work

**Animal Caretaker (on-site):** Assist staff with cleaning and morning procedures to get ready for the day. Shift starts at 8:30am every morning and may last until 12:00pm (or later if necessary).

**Animal Caretaker (off-site):** Help to clean off site adoption locations at Petco, PetSmart, and/or PetSupermarket. These locations have cats or kittens that are available for adoption. These individuals would be included on a routine schedule (assigned by lead volunteer at store) and given shifts to help provide routine care for those animals.

**Handy Person:** If you are a "handy" person and have great skills at fixing items, we will need your help. There is always something that needs to be done – gardening, minor building repairs, painting, cleaning up, mowing grass, etc.

**Foster Parent:** Responsible for the daily care of an HSNC animal. The reason will be due to medical or behavioral. If medical, you may need to administer medication and you may need to be able to transport the foster animal to required medical appointments for rechecks. If behavioral, you may need to provide more socialization, enrichment, and/or training to ensure the animal becomes more "adoptable". All fosters will include feeding, exercising, playtime, socialization, grooming, reinforcing basic obedience commands, and of course, providing patience, love, and security. HSNC will provide all necessary medical care, food, and other items needed.

Please identify any additional skills you can offer: (please circle all that apply)

Construction/General Repairs

Emergency Response

Licensed Veterinarian or Veterinary Technician

Public Speaking

Training/Teaching/Humane Education

Data Entry/Administrative Fundraising

Photography/Videography

Special Events

Customer Service

Experience Driving Heavy/Farm Equipment

Marketing/Advertising

Soliciting In-kind Donations

Other:



## Volunteer Application

Availability							
Please write the times that you may be able to volunteer.							
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>Mornings</b>							
<b>Afternoon</b>							
<b>Evening</b>							

Additional Information		
<b>Have you been convicted of a felony in the past 5 years?</b>	<b>Yes</b>	<b>No</b>
<p><b>If yes, briefly explain.</b> (A felony conviction does not constitute an automatic bar to acceptance of this form. Convictions will only be considered in relation to specific volunteer requirements).</p>		
<p><b>If you proceed with joining our program, you will be required to sign a Waiver and Release of Liability, sign a code of conduct, as well as undergo a background check. Are you willing to do so?</b></p>		
	<b>Yes</b>	<b>No</b>

### Photo/Video Release

I hereby give permission to the Humane Society of the Nature Coast to use any photographs or video taken by the volunteers, employees, or agents, of either me or my children. I agree such photographs and video shall be the property of the Humane Society of the Nature Coast and I am not entitled to compensation of any kind for the use of such media in or for publicity or advertising purposes.

\_\_\_\_\_

Name of volunteer (Printed)
Signature

\_\_\_\_\_

Date

### STATEMENT OF ANIMAL CRUELTY, NEGLECT OR ABANDONMENT

By signing below, I certify that: \_\_\_\_\_ (Please print name) have never been convicted of animal cruelty, neglect or abandonment in Florida or any other state or location.

Your signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Volunteer Application

Volunteers are the lifeblood of our organization. As a volunteer representing the Humane Society of the Nature Coast (HSNC), your conduct and interaction with staff, other volunteers and the public is expected to always be professional and courteous.

The Volunteer Code of Ethics clarifies the expectations and principles for HSNC volunteers. Should a volunteer display unprofessional, dishonest, or disrespectful behavior or exhibit a lack of self-discipline, the volunteer will be asked to leave the premises. Such behavior could be grounds for termination of volunteer status.

### **Volunteer Code of Ethics**

*As an HSNC volunteer, I pledge to*

- Respect others even though I may not agree with them
- Display sensitivity, consideration and compassion for people and animals
- Perform all tasks to the best of my ability
- Ask for help when needed
- Recognize my limitations and those of others
- Set boundaries for myself—know my limits with the animals and other activities
- Hold myself accountable for the commitments I undertake
- Keep safety at the forefront of all volunteer activities
- Follow the rules presented to me in training
- Respect and use equipment and supplies as they are intended
- Report all injuries ***immediately*** to a staff person
- Recognize I communicate both verbally and non-verbally
- Listen to the needs of others
- Advise shelter personnel of relevant information regarding the animals
- Respect that people and animals count on me to honor my commitments
- Work together with staff and other volunteers to meet HSNC's goals
- Strive to promote a positive environment
- Respect and support all people and animals

---

Volunteer Printed Name

---

Volunteer Signature

---

Date



## Volunteer Application

### AGREEMENT ASSUMING RISK OF INJURY OR DAMAGE RELEASE OF LIABILITY AND INDEMNITY AGREEMENT

WHEREAS I, \_\_\_\_\_, (being/not being) over the age of eighteen and not being employed by HSNC, having made a voluntary request to:

**Help care for animals, fundraise for the animals and provide enrichment**

**I do hereby:**

1. Agree and acknowledge that by my voluntary participation in this event, should an accident occur, any liability, damages, claims and demands of every kind and nature whatsoever arising out of said accident shall be applied to my own personal insurance and not that of the HSNC.
2. Release, waive, and forever discharge HSNC, its employees and agents from any liability, actions, causes of action, damages, claims, and demands of every kind and nature whatsoever arising out of or resulting from tasks associated with HSNC.
3. Agree to defend, indemnify, and hold harmless HSNC, its employees, and agents, against all manner of actions, causes of actions, suits, debts, claims, demands, or damages or liability or expense of every kind and nature incurred or arising by reason of any actual or claimed wrongful act or omission of mine while conducting the activities described above.

This release, waiver and hold harmless agreement shall be binding upon me and my heirs, personal representatives, successors, and assigns. I hereby represent that I have carefully read and understand the contents of this document and sign the same of my own free will.

**YOU HAVE THE RIGHT TO REFUSE TO SIGN THIS FORM, AND (name of released party or parties) HAS THE RIGHT TO REFUSE TO LET YOUR CHILD PARTICIPATE IF YOU DO NOT SIGN THIS FORM. CAUTION- READ THIS DOCUMENT IN FULL BEFORE SIGNING.**

\_\_\_\_\_  
Signature of Volunteer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date