



The Humane Society of Westmoreland County

139 Humane Society Rd
Greensburg PA 15601

VOLUNTEER APPLICATION

The Humane Society of Westmoreland County thanks you for your interest in volunteering your time to help homeless animals. We request that you have personal health insurance, a willingness to learn, patience and an open mind to assist our staff. In order to protect our essential employees, we request that volunteers are fully vaccinated against Covid-19.

Please complete and submit the following application and staff will be in touch with you. We request your patience as we receive an overwhelming amount of volunteer applications and need to be sure for the safety of humans and animals alike, volunteers are properly trained.

VOLUNTEER NAME: _____

DATE: _____

Volunteers of HSWC are also members of the organization. Volunteers must complete the volunteer application in its entirety, and also pay a yearly membership fee, mainly to offset the cost of insurance. Payment is accepted in cash, credit/debit cards or check.

Lifetime Membership - \$100

Annual Member - \$15

Senior Citizen Member - \$10

Payment received (date): _____

Cash Credit Check Initials _____

*THANK YOU FOR YOUR INTEREST IN HELPING
HOMELESS ANIMALS!*

PERSONAL INFORMATION

Name: _____

Address: _____

Phone: _____

Email: _____

EMERGENCY INFORMATION

Please contact the following person in case of emergency.

Name: _____ Phone: _____

Do you have Health Insurance? Yes No

Please provide a current copy of insurance)

Do you have a current Covid-19 vaccination? Yes No

Please provide a copy of vaccine status

Do you have a current tetanus vaccination? Yes No

Do you have any medical conditions or limitations that could hinder your participation in volunteer activities? Please describe. _____

Known allergies: _____

My pets at home include: _____

Have you ever handled/walked large, difficult to handle dogs in the past? Yes No

Have you ever volunteered for another agency? Yes No

Name of Agency: _____

Are you currently employed? Yes No

Are you currently in school? Yes No

Please circle your age group. Under 18 (Age ___) Over 18 Senior

Have you ever been convicted of a felony or misdemeanor, other than minor traffic violation?
Yes No If yes, please explain. _____

Please indicate what areas you are most willing to help as a volunteer.

- Dog Care (Spot cleaning kennels, bathing, enrichment activities, socializing, walking)
- Cat Care (Socializing and enrichment activities, spot cleaning cat rooms, brushing)
- General Cleaning (Washing dishes, laundry, scrubbing walls, washing windows)
- Office work (mailings, making copies, organizing files)
- Fundraising (selling tickets, advertising, attending and bringing friends)
- Foster Care - Cats/kittens Dogs/puppies Bottle-fed babies

Do you have experience with fostering? Explain. _____

Volunteer Levels

In order to keep volunteers, staff and the shelter pets safe, new volunteers will start out as “Level 1” volunteers, and with time, training and experience will be promoted to “Level 2”.

Level 1 Volunteer

Dog Shelter

- Enrichment activities with assistance from kennel technician
- Cleaning of shelter (everything outside of kennels)- sweep floors, scrub walls, poop scoop outside/play yard
- Fold laundry/put away
- Wash, dry, put away dishes

Cat Shelter

- Socialize with all cats in “available” rooms (Green/blue/grey)
- Spot clean rooms
 - scrub walls, wash windows, sweep floors
- Sweep floors outside of rooms
- Fold laundry/put away
- Enrichment activities-Supplies in “Toy Bin”
- Show cats during adoptions (SHOW ONLY)
- Restock newspaper, cat litter
- Rip newspaper

Level 2 Volunteer

- All level 1 tasks
- Walk/socialize with appropriate dogs alone
- Enrichment activities-Supplies in “Toy Bin” alone
- Spot clean inside kennels
- Assistance with “showing” dogs for adoptions

Release & Confidentiality Agreement

On the date below, the undersigned volunteer has agreed to act in a volunteer capacity for the Humane Society of Westmoreland County. By this release, the volunteer/member acknowledges that volunteer activities are not covered by liability, health, accident or property insurance. Additionally, the undersigned recognizes that animals kept at the Humane Society of Westmoreland County may bite, scratch, or otherwise injure volunteers at the facilities. It is further understood that rescued animals may harbor such skin ailments as ringworm and parasites, or intestinal worms or protozoa. Pregnant women should not be near litter boxes.

After acknowledging the above, the undersigned hereby releases and forever discharges the Humane Society of Westmoreland County, its directors, agents, employees, representatives, attorneys, successors and assigns of and from any and all claims, causes of action, damages, costs, attorney's fees or demands of whatever nature with regard to any accident, damage, or injury that may result from activities at or on behalf of the Humane Society of Westmoreland County.

I will not touch animals not included in my volunteer duties. I understand infection control. My hands will be washed between animal rooms and kennels.

Confidentiality:

The undersigned volunteer hereby agrees and acknowledges:

That during the course of meetings, public interactions, employee and board information exchanges and daily shelter activity that there may be disclosed to me certain confidential information of HSWC consisting of but not limited to: technical information including methods, processes, systems, techniques, computer programs and projects, and business information including customer lists, pricing data, sources of supply, financial data and marketing and fund raising plans.

I agree that I shall not during, or at any time after the termination of my volunteering with HSWC, disclose or divulge to others, any confidential information, or any other proprietary data of HSWC in violation of this agreement.

Social Media Policy

When using social media outlets, I agree to use good judgement in responses, comments, shared photos, etc., and to always remain respectful and conscious of the responses, comments, photos, etc., of others involving the Humane Society of Westmoreland County on social media. I agree that I will not discuss any confidential information regarding HSWC's policy, adoptions, veterinary care, employee policy, medical issues or treatments of owned or shelter animals, etc., or post/discuss any photos or information relating specifically to surgeries/clinic/appointments, etc. on any social media platform. I agree to ask owner's permission when posting a positive, approved photo/story.

Intending to be legally bound hereby, this release is hereby entered into this _____ day of _____, 20____.

Name: _____
Signature Print Name