

The Humane Society of Westmoreland County

139 Humane Society Rd

Greensburg, PA 15601

HSWCVolunteering@gmail.com o 724-837-3779



Volunteer Application

The Humane Society of Westmoreland County thanks you for your interest in volunteering your time to help our animals. We request that you are at least 21 years old, have personal health insurance, a willingness to learn, patience and an open mind to assist staff. Please complete and submit the following application and staff will be in touch with you. Once your application has been reviewed, you will need to complete a volunteer orientation consisting of safety and health guidelines and a general overview of the work. We request your patience as we go through applications and take our time to train volunteers for the safety of animals and humans alike.

Volunteer Name: _____

Date: _____

Please check off what areas you are willing to help as a volunteer.

- ☐ **Dog Care**
- ☐ **Cat Care**
- ☐ **Fundraising/Events**
- ☐ **Foster Care**

- Cats/Kittens
- Dogs/Puppies

Do you have experience with fostering? Explain.

Personal Information

Name: _____

Address: _____

Phone: _____

Email: _____ Do you want on the E-mail List? ☐ Yes ☐ No

Date of Birth: _____

Emergency Information

Person to contact in case of emergency.

Name: _____ Phone: _____

Relation: _____

Do you have Health Insurance? ☐ Yes ☐ No

Do you have any medical conditions or limitations that could hinder your participation in volunteer activities? Describe: _____

Known allergies: _____

Experience

Pets at home: _____

Have you ever handled/walked large, difficult to handle dogs? ☐ Yes ☐ No

Have you ever volunteered anywhere else before? ☐ Yes ☐ No

How many hours are you looking to volunteer per week?

☐ 30min - 1 hour

☐ 2 hours

☐ 3 hours

☐ 4+ hours

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 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 released 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 actions, 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 the 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 fundraising 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 the 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

Volunteer Levels

Level 1

Dogs

- Clean play yard
- Enrichment with assistance
- Socialize/Meet friendly dogs
 - Walk, play yard (When comfortable)
- Sweep, Mop, General Cleaning
 - Outside of Kennel
- Laundry
- Any other assistance needed

Cats

- Newspaper Shed
 - Unfold, Stack, Organize
- Enrichment with assistance
- Socialize/Exercise Cats
 - Blue, Green, Grey Rooms
- Sweep, Mop, General Cleaning
 - Vomit, Litter Boxes, Cat Tree
- Laundry
- Any other assistance needed

Level 2

Dogs

- All Level 1 Tasks
- Meet/Socialize more energetic/advanced dogs
- Introduce in kennel cleaning with friendly/easier dogs
- Enrichment on own
 - Brush, activities, treats

Level 2

Cats

- All Level 1 Tasks
- Meet/Socialize Arizona
- More advanced enrichment
- Assist in more advanced duties
 - Nail clipping, Grooming

Volunteer Orientation

Intro

- Introduce yourself
 - Why volunteer, hobbies, availability
- Go over volunteer levels
- Hour requirement?/what's expected

Health

- Zoonotic diseases
 - Ringworm, Parasites, FIV/FELV, Parvo
- Sanitize, Wash Hands, Change Clothes
- Separate Brooms/Mops/Buckets
- Bleach/Kennelsol
- Importance of keeping clean between Shelter and Home

Safety

- Shelter Animals vs. Home Animals
- Bites/Scratches
- No hands in Kennels (They aren't familiar with you)

Tour

- Dog Building
- Cat House
- Play Yard
- Feral Cats

Small Starter Volunteer Activity