

Decatur Animal Control Service
Austin St.
Decatur, AR



Our goals are to:

- Prevent cruelty to animals
- Teach responsible pet care
- Find forever home for our adoptable animals
- Shelter and heal animals in need
- Reduce pet overpopulation

VOLUNTEER APPLICATION`

Decatur Animal Control Services encourages the participation of people who wish to support our stated goals. A short orientation by the Volunteer coordinator is required for participation in our volunteer program. All potential volunteers will be interviewed prior to placement in areas of interest.

If you agree with our above stated goals, and are willing to be interviewed and trained, we encourage you to complete and submit this application. The information you provide here will help us find the most satisfying and appropriate volunteer assignment(s) for you. Thank you for your interest in Decatur/Tailwaggers NWA Volunteer Program.

PLEASE PRINT

Name: _____ Date: _____

Last

First

Address: _____

City/State

Zip

Home Phone: (____) _____ Cell Phone: (____) _____

Email: _____

Do you text? _____ **Age?** _____ (must be 18 yrs or older) **Do you check your e-mail daily?** _____

.....
Office Use Only

Orientation Attended: _____ Safe Shelter Animal Handling Completed _____

Date Interviewed: _____ Interviewed by: _____

Area Assignment: _____ Start Date: _____
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Area of Interest

We would like to know which of the following volunteer positions are of the greatest of interest to you at this time.

Please mark three (3) volunteering preference, and prioritize by numbering 1 through 3. (1st choice, 2nd, 3rd choice).

_____ Dog Walking/Socializing/Grooming: Requires completion of safe Shelter Animal Handling portion of Volunteer Orientation. Help dogs outside of their kennels for exercise and people playtime. Train dogs for good manners and basic obedience such as sit, stay, and walking on a leash. This increases the chance for successful long term adoptions. Give bath and brush dogs, spending quality one on one time with them. Requires strong attention to detail. Hours: 8am-3pm Monday through Friday.

_____ Foster: Provide personal care in your home for special needs animals including, but not limited to: nursing mothers with babies, abandoned litters, underweight, injured, or recovering animals. May require round the clock time commitment to feed or administer medications. 21 and older, please.

_____ Fundraising/Special Event: Help with programs and events throughout the year. If you are creative, organized and know lots of pet people around town, this is the place for you. Will need to be committed weekly with event planning meetings several months prior to events. Dedication is needed on the event day. Hours vary.

Petfinder Picture Taking/Description Writing: Assist with handling animals while photos are taken along with taking pictures of adoptable pets. If you have great writing skills, but can't devote time at the shelter, assist with writing pet descriptions, linking up to the site on your computer when it is convenient for you. Hours may vary, may coordinate with picture times. If yes, please write down days and hours you will be able to volunteer.

Time Availability

DACS hours of operation: 8am – 3pm Monday through Friday.

I would like to volunteer _____ hours per week or _____ hours per month.

Please indicate which days/times you would prefer to volunteer:

Mon. _____

Tues. _____

Wed. _____

Thur. _____

Fri. _____

Are you proficient in any language(s) other than English? YES NO

If yes, which language(s)_____

Are you meeting a class/scholarship requirement for volunteer hours? YES NO

Name of school_____

Name of contact_____

Contact's phone_____

If yes, number of hours required:_____

Completion deadline:_____

Have you been court ordered to do community service? YES NO

THEFT? YES NO

SEXUAL OFFENSE? YES NO

DRUG/ALCOHOL OFFENSE? YES NO

Please explain further:

Any further information you would like to offer?

Volunteer Agreement

As a volunteer with Decatur Animal Control Services, I agree to:

- Never strike, handle or treat an animal in such a way that could be construed as rough or abusive. I will always exercise compassion and care with the animals.
- Hold absolutely confidential all information that I may obtain, directly or indirectly, concerning clients, animals and staff. I agree not to seek to obtain confidential information from a client. I understand that intentional or unintentional violation of confidentiality may result in disciplinary action, including termination as a volunteer by DACS and/or possible legal action by other (e.g. clients, customers).
- Be available to volunteer for a minimum of six months and forty-five hours.
- Become familiar with DACS policies and procedures, and uphold their philosophy and standards. I will seek clarification from the staff whenever necessary.
- Adhere to DACS policy of not taking pictures on DACS property, unless approved by the Animal Services Manager and only for the sole purpose of petfinder.com photos, not to be used for any other promotional material, and not interfacing with members of the media or social networking sites unless otherwise instructed by DACS Manager.
- Be punctual and conscientious, conduct myself with dignity, courtesy, and consideration for others, and strive to make my work professional in quality.
- Maintain respect for staff decisions in situations where euthanasia must be performed, by avoiding questioning and condemnation concerning individual animals or making remarks. This behavior is extremely detrimental, to both the morale of the staff and reputation of the shelter. You can have an impact on our euthanasia numbers by educating the public on the importance of spaying and neutering their pets.
- Carry out assignments in accordance with DACS training, and seek assistance from the staff whenever necessary.
- Limit activity to assigned work area unless directed otherwise.
- Communicate any job related problems, concerns, differences of opinion, conflicts, or suggestions only to the Animal Services Manager.
- Notify the Tailwaggers NWA volunteer Coordinator when and if I choose to discontinue my volunteer service with DACS.

I understand that Decatur Animal Services reserves the right to terminate my volunteer status as result of any of the following:

- Any abuse or mistreatment of an animal.
- Failure to comply with organizational policies, rules, and other regulations.
- Unsatisfactory attitude, work, or appearance.
- Any other circumstance which, in the judgment of the Animal Services Manager, would make my continued service as a volunteer contrary to the best interest of DACS.

I have read and understand each of the above conditions. My signature below indicates that I agree to comply with them.

Printed Name

Signature

Date

ACKNOWLEDGEMENT AND RELEASE

(Volunteer)

City of Decatur Animal Control Service

The undersigned does hereby acknowledge that as a volunteer with the Decatur Animal Control Service Department, I may be exposed to hazardous conditions and situations including but not limited to, dangerous and unpredictable animals, animal-borne diseases and pathogens, wet or slick surfaces and other hazards associated with the care, keeping and transporting of animals.

Knowing that such hazards may be present, I freely and of my own accord accept this risk associated with volunteer participation.

I understand and acknowledge that my participation does not create an employment relationship with the City of Decatur, and shall be rendered without the promise or expectation of benefits or compensation.

Being so advised, I hereby release the City of Decatur, its officers, agents and employees from all injuries or damages which I may suffer or receive as a volunteer with the Decatur Animal Control Services Department, and from any other accident, hazard or exposure which may occur as a result of participation in, or proximity to, any activities associated therewith.

Signature

Witness

Printed Name

Date