*CRESTON PET ADOPTION AND WELFARE SOCIETY*
2805 Lower Wynndel Rd. Creston BC V0B 1G8
Phone: 250-428-7297
**Email:** pets@pawscreston.ca **Web:** pawscreston.ca

# VOLUNTEER APPLICATION

To become a volunteer your membership dues must be up to date. If you're not a member, please fill out the membership form at **pawscreston.ca/membership**.

If you're interested in fostering, please ask for the **Foster Care General Application.**

Name: _____ Date: _____

Phone: _____ Email: _____

Address: _____

Emergency name & contact number: _____

Do you have health concerns that could be an issue during your shift? ☐ No

☐ Yes _____

## DAYS AVAILABLE TO VOLUNTEER

☐ Mon. ☐ Tues. ☐ Wed. ☐ Thurs. ☐ Fri. ☐ Sat. ☐ Sun.

**Office Hours are 10 am to 3 pm Tuesday to Saturday. Closed stat holidays.**
**Shelter Hours are 10 am to 3 pm 7 days/week**

☐ **Office** (e.g., filing, telephone, record keeping, data entry)

☐ **Maintenance** (Inside shelter / grounds)

## ANIMAL CARE

☐ **Cats** ☐ **Dogs**

☐ **Wake Up** (7 am) ☐ **Tuck In** (7 pm) ☐ **Both** (Requires training for both cats & dogs)

## ADDITIONAL ANIMAL CARE

☐ After-Hours Animal Pick Up ☐ Dog walking ☐ Animal socializing ☐ Grooming & nails

Other? _____

## AREAS OF INTEREST

☐ **Fundraising**: ☐ Bake Sales ☐ Baking ☐ Table Tender
☐ Annual Fundraiser ☐ Ticket Sales ☐ Raffles/Silent Auction
☐ Set Up/Decorating ☐ Clean Up/Tear Down
☐ Distributing posters & flyers ☐ Grant Search and Applications
☐ Other fundraising ideas? _____

☐ **Shelter Work:** ☐ Errands (food, supplies, etc.) ☐ Animal transport (e.g., vet runs, SPCA)
☐ Sewing or laundry ☐ Shelter animal photographs/videos

☐ **Disaster emergency response and/or evacuation**

Can you take in an animal(s) in case of a community emergency? ☐ Yes ☐ No

What kind(s) of animals could you take in? _____

How many? _____

Do you have a trailer that can transport livestock, fowl, or hobby farm animals?

☐ Yes ☐ No

☐ **Programs:** Present PAWS Education and/or Therapy Pet program in local schools and community groups ☐ Yes ☐ No

Do you have a certified Therapy Pet? ☐ Yes ☐ No

Do you have professional animal training experience? ☐ Yes ☐ No

**Do you have other skills you can offer?** _____

_____

**Comments?**_____

_____

- *Volunteers are encouraged to attend the general (GM) and annual general meetings (AGM).*

# VOLUNTEER AGREEMENT

As a PAWS volunteer, I will read and follow the Policy and Procedures handbooks that apply to the areas of my volunteer experience at the Creston Pet Adoption and Welfare Society (PAWS).

**I agree that:**

- ☐ any abuse of shelter animals (PAWS pets), including but not limited to striking, yelling, throwing/tossing a PAWS pet, or throwing an object at a PAWS pet is cause for immediate dismissal
- ☐ I will use positive methods when interacting with PAWS pets
- ☐ I will work within my limits with the animals and other activities
- ☐ I am responsible for myself and my performance
- ☐ I will keep my work area safe for myself, visitors, other volunteers, and PAWS pets

**I agree that I will:**

- ☐ comply with PAWS policies and procedures
- ☐ speak to the director in charge of the area in question for clarification and direction if I don't understand, or if I'm not willing or able to comply with any of the policies/procedures
- ☐ protect the reputation of PAWS and maintain a good public image
- ☐ act professionally and respectfully toward the public and other volunteers
- ☐ accept supervision and direction from the director in charge of the area in question or direction from the Office volunteer or manager
- ☐ notify the appropriate director or the office volunteer of an unsafe environment

**Guest Volunteers**

If I bring anyone with me on shift as a guest volunteer, I will ensure that the guest volunteer:

- ☐ has an up-to-date tetanus vaccination (within the last 10 years)
- ☐ is at least 19 years old (if the volunteer is younger, I will speak with the Office Manager)
- ☐ signs the volunteer sign-in sheet
- ☐ doesn't work alone with the animals—I will be with the guest at all times

_____
Initial

## LIABILITY WAIVER

☐ **I am aware of the risks** of handling animals and otherwise volunteering with PAWS. I fully accept these risks.

☐ I am aware that my TETANUS BOOSTER is due every 10 years. Because of the shelter environment, PAWS strongly recommends that you keep your booster up to date.

For more information, you can go to:

canada.ca/en/public-health/services/publications/healthy-living/canadian-immunization-guide-part-4-active-vaccines/page-22-tetanus-toxoid.html

**I waive any rights to any action** I may have against PAWS and release PAWS from all claims, costs, and demands arising out of or related to my volunteering.

_____
Initial

## CONFIDENTIALITY AND PRIVACY AGREEMENT

**I agree to respect the confidentiality and privacy** of personal information received and collected by PAWS as follows:

- all personal information received and collected by PAWS
- personal information received and collected by PAWS about volunteers, employees, directors, members, and the public that:
  - surrender animals to PAWS
  - have animals held by PAWS in emergency situations
  - are potential or actual adopters or foster caregivers
  - alert PAWS about cases of cruelty or neglect
  - report strays to PAWS or reclaim strays from PAWS

**Breaches of confidentiality** can happen by:

- discussing confidential matters within the hearing of non-shelter people
- leaving confidential information where it may be seen
- disclosing information about on-going cruelty investigations
- disclosing information about animals being held for members of the public in emergency situations

**Exceptions to the Privacy and Confidentiality Policy may occur:**

- in limited circumstances (e.g., SPCA cruelty investigations and RCMP investigations)
- when approved by special motion of the Board of Directors

_____ _____
Signature Date

_____ _____
PAWS Representative Date