

Highland Animal Shelter

PO Box 307 --- 510 Monroe Street
Highland, IL 62249

(618) 654-6067 --- highland.petfinder.org

VOLUNTEER WAIVER

As a volunteer at the Highland Animal Shelter, I hereby waive all responsibilities of the Shelter or the City of Highland. I understand that neither the Highland Animal Shelter nor the City of Highland is responsible for any injuries sustained while I am at the Shelter or during any Shelter-sponsored activity.

I understand that no one is allowed to volunteer at the Shelter unless he/she is covered by insurance. If I am under the age of 18, I will have this waiver signed by my legal guardian.

Name _____

Address _____

City _____ State _____ Zip _____

Phone (_____) _____ Cell _____

E-mail _____

** Junior Volunteer Date of Birth _____

(* A Junior Volunteer is a student in either elementary, junior or high school)

**Volunteers age 16 or younger must be accompanied by a parent or guardian
or a parent assigned older relative (e.g. brother or sister)
at ALL times while performing volunteer work for the Highland Animal Shelter.**

Volunteer Signature _____

Guardian Signature (if necessary) _____

Date _____

Please attach a copy of your current health insurance card.

The Highland Animal Shelter

Volunteer Application

The Highland Animal Shelter appreciates your interest to volunteer at our facility. Because each person is gifted with unique talents, skills, abilities, & interests we would appreciate you completing the following survey ... so we can best match your time & interests with those of the animals we serve.

We also strongly urge you to make an appointment to tour our facility to get a better understanding of the nature, physical layout, and operations of the shelter.

Thank You !!!

Please indicate all areas you would like to volunteer:

- _____ 1) Cleaning at Shelter / Feeding the animals
_____ Dogs only _____ Cats only _____ Both
- _____ 2) Administer to health needs of the animals
_____ Dogs only _____ Cats only _____ Both
- _____ 3) Dog Walking
- _____ 4) Time spent socializing with animals
- _____ 5) Obedience / Animal Behavioral Training
- _____ 6) Grooming / Bathing / Nail Clipping
- _____ 7) Foster Care
_____ Dogs only _____ Puppies only (without mother)
_____ Dogs and/or Puppies requiring medical treatment several times daily
_____ Cats only _____ Kittens only (without mother)
_____ Cats and/or Kittens requiring medical treatment several times daily
- _____ 8) Lawn / Ground Care, Snow / Ice Removal, Yard / Outdoor Work, etc.
- _____ 9) Participate in Fundraising Events

- _____ 10) Provide Transportation to Shelter Events
- _____ 11) Volunteer at Weekend / Mobile Adoption Centers
- _____ 12) Participate in preparing flyers, mailings, advertisements, etc. for shelter events
- _____ 13) Computer / Data Entry
- _____ 14) Perform telephone inquiries for fundraising events, follow-up on adopted animals, background / follow-up information on lost / found / surrender animals, etc.
- _____ 15) Visit Homes of Adopters to check on status/condition of adopted animals
- _____ 16) Community Outreach
- _____ Nursing home _____ Hospital _____ School _____ Other
- _____ 17) If Adult, supervise / manage juvenile volunteer program after school / weekends
- _____ 18) Obtain sites, speakers, and handle arrangements related to animal issues and humane education (e.g. Pet First Aid, Pet Therapy, Animal Abuse, etc.)
- _____ 19) Assist & advise pet owners with solving pet related behavioral problems. Work with people wanting / needing to surrender their pets (Serve as Intermediary, Animal Advocate, Placement role, etc.)
- _____ 20) Pet Sitting in Client's Home
- _____ 21) Skills / knowledge you wish to volunteer:
- _____ Carpentry _____ Elec./Plumbing _____ Accounting _____ Legal
- _____ Other _____
- _____
- _____
- _____
- _____
- _____ 22) If you have any physical restrictions/limitations which may affect the volunteer efforts you perform at the Shelter, please list & explain below: (e.g. bad back, can only walk small dogs, cat or dog allergies, arthritis, lifting restrictions, etc.)
- _____
- _____
- _____
- _____

Please indicate days & times you wish to volunteer:

DAY	MORNING	AFTERNOON	EVENING
_____ Monday	_____	_____	
_____ Tuesday	_____	_____	
_____ Wednesday	_____	_____	
_____ Thursday	_____	_____	
_____ Friday	_____	_____	
_____ Saturday	_____	_____	_____
_____ Sunday	_____	_____	_____

_____ Available at any time

_____ Unable to commit to definite schedule, but will contact Shelter at least 24 hours in advance if available.

_____ Available for one Saturday or Sunday per quarter for 4-8 hours, to help with detailed cleaning and/or maintenance needs of the Shelter.

NOTE: ANYONE WHO FAILS TO PERFORM AS A VOLUNTEER FOR AT LEAST ONE (1) DAY PER MONTH WITHOUT PRIOR ARRANGEMENTS WITH THE SHELTER (E.G., SCHOOL, VACATION, ETC.) MAY BE ASKED TO RESUBMIT A VOLUNTEER APPLICATION.