

# Sammie's Friends - Nevada County Animal Shelter



## Volunteer Programs

PLEASE DETACH AND KEEP THIS PAGE FOR YOUR REFERENCE

We have two major volunteer programs at the Nevada County Animal Shelter - dog walking and cat care. There are over 100 volunteers helping Sammie's Friends at the shelter – and we are always looking for more!

There are volunteer shifts every day of the week. The average dog walking shift lasts approximately an hour and a half. Cat care generally takes at least two hours.

In order to minimize disruption to the shelter operations, the shifts start at set times.

We are looking for volunteers who are willing and able to commit to a regular shift every week. For example, a volunteer who will walk dogs every Tuesday afternoon or help with cat care every Saturday morning.

We ask that you make a commitment to volunteer for at least three months (although many of our volunteers continue coming in for much longer than that).

If this is the type of volunteer work you are interested in, we would love to have you join us. Just fill out the attached application and we will contact you.

If you have any questions, concerns, complaints or great ideas, please contact:

*Carol Cox, Volunteer Coordinator, (530) 477-6191*

**Your time and effort really do make a difference. On behalf of all of us at the shelter and especially the shelter animals, thank you for volunteering your time and energy.**

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All volunteers must complete an orientation session to learn our procedures – safety for the staff, volunteers, visiting public and shelter animals is a priority!

The following are the most important – but not all - safety guidelines to keep in mind:

- **Trust your instincts.** If you think a dog is too big or too strong for you to control, don't walk it. If you do not feel comfortable with a cat, do not interact with it. Check with the staff for assistance or more information about a dog's or cat's personality.
- When dog walking, keep your dogs a safe distance from other dogs. Some dogs may be dog aggressive. We have had dogs bitten in dog fights – we have had volunteers bitten trying to stop dog fights.
- When dog walking, concentrate on your dog. No cellphones, texting or tunes on the trails. No friends joining you on the trails.
- Dogs are not to be walked until they have the shelter's special collars on (Martingale Collars). This will help prevent dogs slipping out of their collars and escaping (it is coyote country). See staff if the dog needs a Martingale Collar.
- To avoid bites or scratches, get to know a cat through the cage door first. If that goes well, open the door and pet the cat for a while. If things are still going well, then pick up the cat.
- If you are bitten or scratched, report it to a staff member immediately. In addition to any attention you may need, it is important to let other volunteers know to avoid reoccurrences.

# Sammie's Friends - Nevada County Animal Shelter



## Volunteer Application (Must be at least 16 years old)

*Please Write Legibly (especially phone numbers and email address!)*

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Text (yes/no): \_\_\_\_\_

*Please circle preferred method of contact above – email, phone, cell or text*

Student Name of School: \_\_\_\_\_

**In case of any emergency, contact:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

What days/hours are you available to volunteer? \_\_\_\_\_

What are you interested in doing to assist Sammie's Friends – Nevada County Animal Shelter?

Dog Walker  Cat Care  Other \_\_\_\_\_

Tell us about any skills, interests or previous volunteer work that you think might be beneficial to

Sammie's Friends: \_\_\_\_\_

List any limitations that we need to know about: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**PLEASE NOTE: SAMMIE'S FRIENDS DOES NOT VERIFY OR SIGN OFF ON HOURS FOR COMMUNITY SERVICE, CAL WORKS, SCHOOL PROJECTS, ETC.**

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I verify that I am at least 18 years old.

I verify that I am between the age of 16 and 18 years old.

*Parent or guardian signature needed for volunteers between the age of 16 and 18 years old.*

I understand and agree that I am volunteering my time, skills and efforts without compensation from Sammie's Friends at the Nevada County Animal Shelter.

I understand and agree that in performing the voluntary service described above I am not, nor am I acting as, an employee of Sammie's Friends at the Nevada County Animal Shelter.

I fully understand that as a part of my volunteer work for Sammie's Friends, I will come into contact with animals either by directly handling them, fostering or through assisting in their care and adoption. Further, I understand that working with animals carries a risk of injury, and that it is possible that I may be bitten, scratched, and/or otherwise injured. I will hold harmless and release Sammie's Friends from all liability in connection with any injury incurred or damages related to my volunteer activity.

**Date :** \_\_\_\_\_

**Volunteer Signature :** \_\_\_\_\_

**Parent / Guardian Signature :** \_\_\_\_\_

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## VOLUNTEER PROGRAM POLICY, PROCEDURE AND COMPLIANCE AGREEMENT

As a participant in the shelter's volunteer program, I have now become a representative and a community role model for Sammie's Friends at the Nevada County Animal Shelter.

No volunteer at the Animal Shelter will be subject to any adverse action, including being denied the opportunity to perform volunteer services at the Shelter, as a consequence of expressing their opinion regarding Shelter policies, procedures or operations, provided such expression is appropriate in terms of time, place and manner.

To meet my obligations as a shelter representative and a role model, I accept and will adhere to each of the following: (Please initial each statement after reading and agreeing to each.)

\_\_\_\_\_ I treat all animals with care and respect at all times, taking care in the method by which I handle them to ensure that they are not hurt or placed in any danger.

\_\_\_\_\_ I communicate and promote Sammie's Friends at the Nevada County Animal Shelter policies, procedures, and general shelter practices to the public in a friendly, yet professional manner.

\_\_\_\_\_ I comply with all of the verbal and written materials related to animal welfare and control and ask questions to better understand policies, procedures and issues related to animals in Nevada County.

\_\_\_\_\_ I attend available training offered by the shelter staff and/or the volunteers to help me perform my duties.

\_\_\_\_\_ I understand that to successfully perform my responsibilities I am required to comply with all lawful orders and directives from Shelter Staff and adhere to pertinent state and county laws, rules policies and procedures related to the management and care of animals, whether domestic pets, wildlife or livestock.

### As A Role Model:

\_\_\_\_\_ I meet all current licensing and rabies vaccination requirements for all of my own dogs.

\_\_\_\_\_ I ensure that my animals are under my control at all times and do not create problems for others in my community.

\_\_\_\_\_ I have my animals spayed or neutered to prevent unwanted litters and to protect the health of my animals.

I, the undersigned, state that the foregoing statements are true at this time and agree that I shall adhere to these standards throughout the course of my volunteer assignment.

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date