



Sault Ste. Marie & District Humane Society Volunteer Application

Information and Instructions:

Thank you for your interest in volunteering with us at the Humane Society! Volunteers are highly-valued members of our team, and we welcome new volunteers throughout the year. Please read the following instructions and ensure you have filled out this application completely. You may bring a paper copy into the shelter, or email to ssmhsvolunteer@shaw.ca

- Basic Requirements for Volunteers:
 - Volunteers must be able to commit to a minimum term of one year. We need at least 1-2 hours per week to ensure consistency for the animals. (You will work with our volunteer coordinator for your schedule.)
 - Volunteers must be at least 18 years old to handle dogs.
 - Volunteers must be at least 16 years old to handle cats and critters.
 - High School students completing community service hours must be 16 years of age, and may only handle cats or critters.
 - Volunteers must be able to work safely around animals

Application Instructions:

- Complete the personal profile
- Indicate whether you'd like to volunteer with cats, dogs, or critters
- Review and sign the volunteer agreement
- Bring a completed paper copy into the shelter, or email to *NEW VOLUNTEER EMAIL*
 - Note, if you are interested in becoming a foster for us, that is a separate application. Please download the foster application from our website.

Personal Profile

Full Name (first, last): _____ Date of Birth: _____

Street Address: _____ Unit Number: _____

City: _____ Province: _____ Postal Code: _____

Phone Number: _(____)_____ Email: _____

Employer: _____ Occupation: _____

Are you able to commit to at least one full year with us? **YES** **NO**

Are you able to commit to volunteering a minimum of 1-2 hours per week? **YES** **NO**

Are you a student looking to complete high school community hours? **YES** **NO**

- If YES for high school community hours, please provide the following information:
 - School: _____
 - Grade: _____
 - Hours needed: _____
 - Date volunteer hours need to be completed by: _____
 - Do you plan to continue volunteering after you've met the requirement for high school volunteer hours? **YES** **NO**

Have you had a Tetanus shot in the past 10 years? **YES** **NO**

- Date of shot if YES: _____

Do you have any medical conditions preventing you from working around any species of animals? **YES** **NO**

Do you have any allergies that require an EpiPen to be administered? **YES** **NO**

Do you have any other medical concerns or conditions that may be affected by your volunteering with us? **YES** **NO**

Why are you interested in volunteering with us at the Sault Ste. Marie & District Humane Society? _____

Please list any relevant skills or experience that would be helpful to your role as a volunteer with us: _____

Please list all clubs, organizations, and animal welfare groups you are currently involved with:

Please list any previous volunteer experience:

Please indicate your availability for volunteering each week. (Volunteers are welcome to come in Monday – Friday from 11:00 a.m. – 4:00 p.m., and Saturday and Sunday from 12:00 p.m. – 4:00 p.m.)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

I certify that the above information is true and correct. I understand that any falsification of the above information may be grounds for denial of this application or termination of my volunteer status. I acknowledge that this application remains the property of the Sault Ste. Marie & District Humane Society.

Signature: _____

Date: _____

I am interested in:

- Dog Care: Walking, grooming, and socializing (must be 18+)
- Cat Care: Playing, grooming, and socializing (must be 16+)
- Critter Care: Grooming, socializing (must be 16+)
- Special Events: Ticket sales, adoption events, annual dog walk, etc.
- Fostering: Please fill out the foster application!

Volunteer Agreement:

I hereby agree to accept a position in a voluntary capacity for the Sault Ste Marie & District Humane Society.

The Humane Society will:

- Offer an orientation to all volunteers
- Provide the volunteer with such training, supervision, staff support, and work space as is necessary for the volunteer to perform their duties
- Provide a manager or supervisor for discussions regarding suggestions or problems

As a Volunteer I:

- Understand volunteers must be at least 16 years old, or 18 years old if wishing to work with dogs
- Understand volunteers must commit to at least 1-2 hours per week for a minimum of one year
- Certify that I have never been convicted of animal cruelty, neglect, or abandonment in Ontario or any other province in Canada
- Recognize that my services are provided strictly in a voluntary capacity, with no compensation, salary, employee benefits, employment insurance, workers compensation, or payment of any kind
- Agree not to represent the Humane Society outside of my capacity as a volunteer
- Agree to be present for scheduled shifts and to carry out duties promptly and reliably
- Agree to familiarize myself and comply with the Humane Society's policies and procedures
- Agree to hold absolutely confidential all information that may be obtained, directly or indirectly, concerning clients, animals, and staff. I agree not to seek to obtain confidential information from clients or others
- Agree to waive on behalf of myself, my heirs, administrators and assigns, to be deemed to have waived, any and all claims against the Sault Ste. Marie & District Humane Society, its officers, employees, or agents from any all liability, including claims for damage, injury, or loss of earnings as a result of injury or accident in connection with volunteering. Further I indemnify and save the Sault Ste. Marie & District Humane Society, its officers, employees, and agents from any and all liability insured by any or all of them, whether resulting from this contract of a breach thereof of my volunteer work.
- Fully understand and agree that either failure to comply with any and all of the obligations outlined in the Volunteer Agreement or for any reason whatsoever, while performing my volunteer services, the Sault Ste. Marie & District Humane Society, at its sole discretion, may immediately terminate my services

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
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