



Volunteer Coordinator – James Hafner – 417-499-2679

Building Maintenance Volunteer

Major Objective: To assist in the upkeep, repair, and improvement of Joplin Humane Society's building and facilities.

Duties

- Conduct regular inspections to determine areas that need attention
- Maintain log of repairs-needed that require approval by management
- Assist in the coordinating of repairs determined to go to a licensed professional
- Perform preventative maintenance on building and facilities
- Assist in the upkeep of the grounds when all other tasks are completed
- Offer ideas as to how the facilities could be improved
- Positively represent Joplin Humane Society's beliefs and philosophies

Training

- Complete a Volunteer Application
- Interview with Volunteer Coordinator
- Attend the initial training
- Attend an orientation within 2 months of starting program

Commitment: Building Maintenance Volunteers have a very niche set of skills and therefore are highly in demand. However, with the nature of this work, there will not be a requirement on time dedicated to JHS. We only ask that you offer the amount of time you happily can spare. We may even suggest coming in a bare minimum of once a month to assist in a full facility sweep with other volunteers to determine if any repairs are needed.

Volunteer Profile: Knowledge of a variety of tools, knowledge of inspection practices, knowledge of maintenance procedures, outgoing, self-motivated, and honest.

Volunteer Benefits:

- You will help provide the basic maintenance that sometimes is unable to be prioritized due to budgeting demands
- Value in the knowledge that your skills are making the home of many animals a safer and better conditioned facility.
- Ability to give direct advice or suggestions on minor to major improvements to the facility.
- All the paws, wags, and face licks you could ever want.
- All the meows too.
- If there are no jobs in need, freedom to spend your volunteer time as you please.
- Direct contribution to the quality of life for the animals.

Supervision: Direct supervision by Volunteer Coordinator; Indirect supervision by Shelter Manager