



Scheduled General Volunteer

Major Objective: To provide the shelter with assistance in the areas of upkeep of the building, grounds, general labor, or assist in the pre-determined “Activity of the Day”

Duties

- Assist with the “Activity of the Day”
- Shadow staff members and assist in areas of need
- Comply with and maintain important health and safety protocols
- Have a professional approach to handling the animals and dealing with the public
- 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: Scheduled General Volunteers are the “Jack of all Trades”. This position starts the path towards Adoption Assistant Volunteer. Volunteers will need to make a commitment to complete training and to dedicate a minimum of 2 hours a month for a 3 month period of time. We also ask that we set aside a pre-determined time for you to come in. If you are always available on Saturdays from 1 pm to 2 pm, we ask that you select that as your time to come in. That way we can ensure that we have an appropriate task prepared that is both rewarding to you and the animals. You are welcome to come in outside of that time and participate in the “Activity of the Day”.

Volunteer Profile: High energy, outgoing, self-motivated, a desire to learn how a shelter operates, general communication skills, with a regular time available to come in and assist.

Volunteer Benefits:

- Learn how a modern shelter operates
- Learn several tasks that help a shelter run smoothly
- Feel rewarded by seeing how much of a difference only a few hours can make
- Have the opportunity to continue volunteering and move to next stage of training which consist of providing assistance to the front desk and helping people start the process of adoption
- Resume experience for anyone interested in working in customer service or in the animal industry
- Direct contribution to increase in adoptions.

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