

Youth Volunteering

Pet Alliance Youth Volunteer Program is an opportunity for teens ages 16-17 who have a love for animals to get involved in their community.

Our Youth Volunteers work in collaboration with shelter staff and other volunteers to ensure cleanliness and functionality of our shelter. They work in our cattery, dog kennels, and provide support in other shelter areas based on daily operational needs. They can learn independence, commitment, work ethic, integrity, and professionalism, all while helping our shelter pets connect with their future loving homes.

Our youth volunteers are required to attend orientation and interactive training, where they are shown how to schedule themselves for sign-ups using our volunteer software. Youth volunteers are expected to be punctual, respectful, and committed to their volunteering experience. Eagerness to learn is appreciated and we are happy to teach!

Bright Futures hours can be obtained with Youth Volunteering. Orientations will be held in February, May, August, and November. Space is limited for each class so we appreciate your patience!





PET ALLIANCE POSITION DESCRIPTION

POSITION:	Youth Volunteer
SPECIAL CONDITIONS:	Minimum 6 hours of availability per month. Must be 16-17 years old. Can complete Bright Futures community service hours as a Youth Volunteer.
REPORTS TO:	Volunteer Coordinator and Shelter Manager

CUSTOMER SERVICE EXPECTATION:

Every volunteer action performed impacts customer satisfaction, and this has a direct impact on the success of the organization. Providing excellent customer service to both internal and external customers is considered a critical part of being a volunteer.

FUNCTION:

The Youth Volunteer works in collaboration with shelter staff and other volunteers to ensure cleanliness and functionality of our shelter. Works in cattery, dog kennels, and provides support in other shelter areas based on daily operational needs.

RESPONSIBILITIES:

During Non-Operating Hours (9am-12pm)

- Assist animal care staff with kennel cleaning, cattery cleaning, diet preparation and feeding, lobby cleaning, and kitchen duties
- Set up play yards for shelter dogs

During Operating Hours (12-6pm)

- Greet potential adopters, guides them to adoptable animals and to other staff members for questions and assistance for adoptions
- Scoop dog kennels and spot clean cat kennels
- Clean, sanitize dog play yards

Other:

- Keep all related work areas clean and in good order, including the Volunteer Den
- Maintain dress code and proper attitude always
- Help make enrichments for shelter pets
- Help with laundry
- Assist shelter staff with donations
- Perform other duties as assigned to meet the needs of the organization
- Assist with puppy/kitten socialization
- Shadowing opportunities to learn about other areas of our organization



QUALIFICATIONS:

- Ages 16-17

KNOWLEDGE, SKILLS, AND ABILITY:

- Highly motivated toward the welfare and humane treatment of all animals
- High level reading, writing, spelling and communication skills in English
- Ability to communicate effectively with the public and staff
- Agreement to support Pet Alliance policies and procedures

PHYSICAL AND MENTAL DEMANDS:

- Safely navigating a shelter environment with live animals requires average vision, hearing, steadiness of hands/body, quick reflexes, physical strength and mental alertness.
- The physical demands of this position also require standing, walking and bending for extended periods of time. Lifting requirements of up to 25 pounds
- Must possess the ability to work independently through the completion of tasks given

WORKING CONDITIONS:

- Most work is performed in the shelter areas at Pet Alliance. It is an open, adequately ventilated, but somewhat noisy environment. In addition, the kennels are subject to extremely warm temperatures during the summer months.
- This position requires moving between rooms and buildings that may result in increased exposure to extremes in temperature.
- Position requires frequent and routine public contact as well as the ability to multi-task and maintain safe animal handling techniques under conditions that can be fast paced
- This list of essential functions is not intended to be exhaustive. Pet Alliance reserves the right to revise this position description as needed to comply with actual volunteer position requirements.

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Pet Alliance is an equal-opportunity employer, a drug-free workplace and compliant with ADA accommodations. Regardless of race, color, marital status, sex, sexual orientation, gender identity, genetic information, age, religion, national origin, disability, veteran's status, military leave, or other characteristics protected by applicable federal, state, or local law, Pet Alliance affords equal opportunity to all qualified Employees, Volunteers and applicants. We stand together in our dedication to the well-being of animals and pet owners, embracing their diversity as well.