



## POSITION DESCRIPTION

<b>Volunteer Title:</b>	Foster Volunteer	<b>Reports To:</b>	Foster Coordinator & Shelter Manager
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### JOB SUMMARY

A **Foster Volunteer** provides temporary care for animals that are underage, underweight, recovering from illness or injury, or need extra socialization before they're ready for adoption.

### RESPONSIBILITIES

#### Care of Foster Animals

- Provide food, clean living space, socialization, enrichment, and grooming for foster animal(s)
- Administer medication as needed (instructions provided by the Veterinary/Foster Team)
- Ensure the safety and well-being of foster animals, separating them from household pets at all times
- Observe and monitor foster animals closely, tracking weight and symptoms, reporting any medical or behavioral concerns promptly
- Transport foster animals to and from the shelter for check-ups, vaccinations, and evaluations

#### Other:

- Maintain a clean and safe environment for foster animals
- Bottle-feed and/or syringe-feed puppies and/or kittens who are in need of additional nutritional support (additional training provided by the Veterinary/Foster Team)
- Take on additional tasks as needed to support the success of the foster program

### QUALIFICATIONS

- Minimum age of 13 years old with active adult guardian participation
  - If under 18 years old, a parent or adult guardian must attend orientation, handle communication regarding appointments, and handle transport
  - Students are eligible for community service hours
- Animal handling experience preferred, but not required
- Ability to communicate effectively and efficiently via email
- Ability to follow Pet Alliance policies & procedures
- Must be comfortable communicating in English to ensure clear interactions with staff, visitors, and fellow volunteers, Bilingual volunteers are welcome

### PHYSICAL AND MENTAL DEMANDS

- Ability to lift up to 25+ lbs
- Strong reading, writing, and communication skills in English
- Good vision, hearing, quick reflexes and decision-making skills for safe handling of animals

### WORK ENVIRONMENT

- Most responsibilities take place in the volunteer's home
- Visits to the shelter may include exposure to a noisy and warm kennel environment
- Moving between rooms/buildings may expose you to temperature and humidity changes

*Pet Alliance is committed to diversity and equal opportunity. We welcome volunteers of all backgrounds and abilities. If you require accommodations to perform the essential functions of a volunteer role, please let us know, and we will work with you to explore potential solutions.*



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*While we strive to provide appropriate accommodations, there may be instances where we are unable to meet certain requests due to operational or safety limitations. In such cases, we will make every effort to identify alternative volunteer opportunities that align with your abilities and our organization's needs.*

*However, if reasonable accommodations cannot be provided in a way that ensures the safety and well-being of both volunteers and animals, Pet Alliance reserves the right to decline a volunteer placement. Our goal is to ensure a positive and productive experience for all volunteers while maintaining the highest standards of care for the animals we serve.*

Join us in making a difference in the lives of shelter animals!