

APPENDIX “B” – ROLE DESCRIPTION

VOLUNTEER POSITION TITLE: PARTY ANIMAL

Commitment

Applications will be considered for volunteers who can commit to a casual/on call 4-hour shift on weekends:

	9:30 – 4:30pm
Saturday	Available
Sunday	Available

Responsibilities

- Provide leadership to Birthday Party attendees while they learn about responsible pet ownership and animal welfare
- Assist in transport of dogs, cats, rabbits and other small animals up to the Learning Center
- Providing a positive experience for the children attending Birthday Parties.
- Cleaning duties as assigned
- Adhere to CHS safety and hygiene guidelines
- Adhere to all animal kennel signage
- Provide positive interaction, affection, socialization and exercise for animals in the adoptions area to help increase their adoptability and to decrease their stress levels as they wait for the new forever homes
- Assist with sorting physical donations

Training

Training is mandatory and will be provided by CHS free of charge

- First Buddy Shift (**REQUIRED**)
- Canine Body Language (**REQUIRED**)
- Feline Body Language (**REQUIRED**)
- How Animals Learn (**REQUIRED**)
- Rabbits 101 (**REQUIRED**)



Requirements

- Must be 16 years or older
- Physically capable of lifting up to 40 lbs
- Attend an interview
- Volunteers working in this role will be standing and walking for the majority of the shift
- Previous animal experience and knowledge considered an asset
- Previous experience working with children considered an asset
- **Due to the shelter being difficult to reach via public transport on Sundays, volunteers considered for this role MUST have reliable transport to and from the shelter**
- Provide a clear Criminal Record Check with Vulnerable Sector Search. (There is a \$30 fee associated with this.)
- Signed Agreement & Release form.
- Can be trusted to work independently and with minimal supervision and adhere to confidentiality policy.
- Ability to maintain a high level of professionalism and act as an ambassador for the Calgary Humane Society.
- Ability to take and follow directions.
- Ability to interact with the public in a friendly and professional manner.
- Have an appreciation and respect for animals and the values of CHS.

How to Apply

Please apply through the link below:

[CLICK HERE TO APPLY!](#)

Closing date: Position will remain open until successful candidates have been placed

Calgary Humane Society *sincerely* appreciates your interest in volunteering for our organization. Please note that only candidates who are selected to participate in the interview process will be contacted. Applicants will receive an update on application status with 3 – 4 weeks of applying.
