



VOLUNTEER APPLICATION

Please mail the completed and signed application to the following:
 Hanover Humane Society,
 P. O. Box 1011, Ashland, VA 23005
 Attn: Volunteer Coordinator

PLEASE PRINT

Name _____

Address _____

Phone (day) _____ Phone (evening) _____

Email Address _____

Have you ever been convicted of any animal-related offense? Yes No

Skills and Interest

1. Education and background: _____
2. Current occupation: _____
3. Hobbies, skills, interests: _____
4. Previous volunteer experience: _____

Previous/Current animal-related volunteer/work experience:

Have you ever volunteered or worked with an animal organization, rescue group, or facility? Yes No

If yes, please provide the Name of the Organization/Rescue Group/Facility: _____

Address of Organization/Rescue Group/Facility: _____

Time Period during which you volunteered/worked: _____ through _____

Name of the organization's Volunteer Coordinator/Supervisor: _____

Contact Number for Volunteer Coordinator/Supervisor (include area code): _____

Tasks performed with this organization/rescue group/facility: _____

Have you ever pursued personal rescue efforts of dogs or cats and housed them at your residence? Yes No

If yes, please provide detail on the types of animals rescued (dogs, cats, etc.) _____

Time period you pursued personal rescue efforts: Begin date: _____ End date: _____

Location at your residence where personal rescue animals are/were maintained (please describe in detail): _____

Community Service Information

NOTE: Community Service Hours are subject to approval by the Volunteer coordinator or Operations Director. Applications for CSH without a reference will be rejected. **All service volunteers are responsible for tracking their service hours.**

Are you fulfilling community service hours by volunteering with us? ___ Yes ___ No

If **yes**, please circle one of the following: **SCHOOL** **COURT ORDERED**

If **court ordered**, please indicate the reason (**REQUIRED**): _____

Court Contact Name (**REQUIRED**): _____

Court Contact Phone Number: (**REQUIRED**): _____

Do you have a number of hours associated with your community service obligation? ___ Yes ___ No

If **yes**, please indicate the number of hours and date by which they **must be completed**:

Number of hours: _____ Completion date: _____

Areas of Interest

Please indicate the types of volunteer activities that interest you. **PLEASE NOTE:** The availability of volunteer tasks will vary depending on our organization's need. For liability purposes, all requests to volunteer will be evaluated and subject to approval by both the Volunteer Coordinator and Adoptions Chairman.

Please note that *Court-ordered Community Service Hours* are subject to approval by the Kennel Manager. Academic Service Hours are subject to approval by the Volunteer coordinator.

- Fostering:** This is not a kennel situation. It is a short-term housing strategy where animals are maintained until they can be placed at our kennel (dogs) or our Petsmart Adoption Center (cats). Veterinary review of each resident animal in the home will be conducted to ensure animals are sterilized, vaccinated, and on heartworm preventative (if dogs), and a home-visit will occur as part of the foster home review/approval process. At the conclusion of the veterinary review and home visit, a decision will be made regarding whether animals from Hanover Humane's adoptions programs will be placed in a foster home.
- Adoption Center Volunteer:** Many of our adoptable cats are housed at Petsmart (Virginia Center Commons. Shifts are available in the morning and evening to handle the feeding and cleaning of Center residents. Due to Corporate guidelines established by Petsmart, volunteers under 18 years of age must be accompanied by a parent or guardian while volunteering. Volunteers can expect to be exposed to cat hair, cat dander, feces, etc. Individuals must meet with the Adoptions Chair for training and demonstrate a level of maturity that allows for adherence to a schedule, ability to follow instructions as given, and work independently.
- Transporters:** This may include transporting donations to our facility and will involve the use of your personal vehicle.
- Fundraising Committee:** This involves serving on the committee which organizes special events. Tasks include recruiting sponsors, handling advertising, etc. The Committee meets as needed.
- Dog walker at our facility:** This involves walking the dogs at our facility, which is a high noise area. Volunteers can expect to be exposed to cleaning chemicals, dog hair and dander, as well as feces. Volunteers must be 18 years of age and demonstrate ability to handle large dogs and follow instructions. **Requires completion of Hanover Humane's Dog Handling training.**
- Landscapers:** Love to work in the garden? Our property has many beautiful flower beds needing your TLC! We also need help developing our walking trail, identifying the plants and trees along it, and maintaining it once it is complete.
- Administrative Tasks:** A variety of tasks are performed (preparing "thank you" letters for donors, filing documentation, etc.) which may require some training.
- Handymen (or Women!):** Owning a facility requires lots of TLC! If you are handy and have skills in carpentry, electrical, heating / air conditioning, etc., we'd love to be able to utilize your skills!
- Public Relations:** If you have graphic design skills and can help us make posters, brochures, programs, we need your help! Many of our special events require advertising and we need creative people to help us get the word out. If you love to write, we also need assistance with writing and distributing media releases!

