



**Ontario SPCA – Perth County Branch**

**345 Douro Street**

**Stratford, ON N5A 3S8**

Telephone: (519) 273 – 6600

Email: [ospcaperth@wightman.ca](mailto:ospcaperth@wightman.ca)

**VOLUNTEER FORM**

**Last Name:** \_\_\_\_\_ **First Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**Telephone: (Home)** \_\_\_\_\_ **(Work)** \_\_\_\_\_

**Photo ID:** \_\_\_\_\_ **Verified By: (Staff Initial)** \_\_\_\_\_

**Special Skills, Hobbies or Special Interests:** \_\_\_\_\_

**Volunteer Activities: (Check all you are interested in participating in)**

- **Dog Walking**—between 10 a.m. and 5 p.m. weekdays and 11 a.m. and 4 p.m. on weekends come take a canine companion for a walk.
- **Cat Grooming/Socializing**—between 10 a.m. and 5 p.m. weekdays and 11 a.m. and 4 p.m. on weekends spend a little time with a furry feline.
- **Kennel Help**—assist with the daily care of the animals each morning – 8:30 a.m. – 11:00 a.m. Must be able to commit to a regular day/schedule.
- **Ground Maintenance Committee**—if you have a green thumb we could use your help and advice in caring for our grounds – lawn maintenance, flower bed maintenance.
- **General Repairs & Maintenance**—if you have carpentry, plumbing or other maintenance skills we could often use your assistance with minor repairs and maintenance at the shelter – building shelves, repairing dog runs, cat cages, plumbing repairs, etc.
- **Foster Home**—open your home to a shelter animal(s) until they are ready to be returned to the shelter for adoption into a new, loving forever home.
- **Advisory Committee**—This committee meets once a month (the first Monday) in the evening for 2-3 hours. It consists of committee chairs, and individuals with an interest in finding ways to improve our organization, and the ongoing viability of our shelter.
- **Humane Education/Outreach Committee**—A committee that plans ways to increase our visibility in the community, as well as encouraging the humane treatment of animals through workshops, school visits, kids’ camps and other educational programs.
- **Pet Therapy**—Volunteers visit seniors’ residences, nursing home, and hospitals with their own, or shelter animals. These visits are done in pairs (one dog/one cat).
- **Media/Publicity Committee** – Getting the word out there! (Through press releases, Community Events Calendars, and posters) As well, volunteers keep the shelter bulletin board current. Ensure all posters and advertising for events are consistent in looks, content, information, etc. and ensure appropriate promotion is done in community.
- **Newsletter Committee** – Write articles for our quarterly newsletter. Or help by distributing multiple copies to high traffic areas in your community.
- **Volunteer Committee**—Co-ordinates volunteers, and volunteer events.
- **Fundraising Committee**—Give direction to subcommittees, brainstorm and research new fundraising ideas/initiatives. Subcommittees deal specifically with planning and organizing each individual event – **Dog Walk A Thon Committee** (annual fall fundraiser held in Upper Queens Park); **Unique Pet Boutique Committee** (Christmas fundraiser – booth at Festival Market in November selling variety of pet gifts and pet theme crafts); **Yard Sale Committee** (annual June fundraiser held on shelter grounds – sale of used pet items and general garage sale items donated to shelter); **Dance Committee** (BX93 Dance Party – timing

varies); Others as new fundraising initiatives are developed and organized (do you have an idea for a great new fundraiser?)

- **Event Staffing** – We are always in need of volunteers to staff shelter events. Come and give a couple of hours of your timer to help us with events such as: Dog Walk A Thon, Unique Pet Boutique, Home Show Booth, Yard Sale, etc.
- **Work from Home** – Create unique pet-themed crafts or other crafts for our Unique Pet Boutique, help with phone calls, knit small cat blankets to be used in cages, etc.
- **Days & Times Available**

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
A.M.							
P.M.							

PROTECTION OF CONFIDENTIAL INFORMATION

I, \_\_\_\_\_ have been made aware of the confidential nature of information concerning animals, donors, personnel and other types of Society information. Whether or not such confidential information may be available to me in normal performance of my duties, or occasionally inadvertently, the confidentiality will be respected by me.

I will exercise all reasonable care and caution in protecting printed or written confidential information from casual observation, unauthorized perusal or other abuse. I also understand that confidential information which shall be disclosed to me or which may become my knowledge may not be divulged within or outside of the Ontario SPCA – Perth County Branch unless specifically required in the performance of my normal duties. I am aware of the Ontario SPCA’s policy prohibiting the temporary or permanent removal of confidential records from the premises of the Ontario SPCA.

I understand that non compliance with any of the above may result in the termination of my volunteer services with the Ontario SPCA – Perth County Branch.

Signature of Volunteer

Witness

Date

Date \_\_\_\_\_