



Volunteer Application

To volunteer, please complete this form and mail it to:

PWSPCA
 Attention Volunteer Coordinator
 PO Box 6631
 Woodbridge, VA 22195

Please provide all requested information and be sure to sign the form that follows.

Name:..... E-mail Address:

Address:

Home Phone: Work Phone:

Notify in Case of Emergency:..... Phone:

Occupation: Skills:.....

Do you own any pets? Yes No

If so, are they all spayed/neutered? Yes No

Number of pets you own: ____ Cats ____ Dogs ____ Birds ____ Other

Previous Volunteer Experience:

Have you volunteered for another animal welfare group? Yes No

Group Name(s):

When are you available to work? ____ Mornings ____ Afternoons ____ Evenings ____ Weekends ____ Flexible

How many hours a week are you able to volunteer? ____

Are you a PWSPCA member? Yes No

Would you be willing to serve as a Board member? Yes No

How did you hear about the PWSPCA?

Volunteer Opportunities

Please check all that apply

Administrative

- Check phone messages and assist callers
- Procure supplies (office, shelter, vet, promo)
- Maintain mailing list and database
- Solicit product donations, services, and "wish-list" items

Community Outreach/ Public Relations

- Humane education (at schools, etc.)
- Write or contribute articles to newsletter
- Advertise programs, events, and needs
- Assist with publication of articles and radio/TV spots

Fundraising/ Special Events

- Assist with membership drive
- Solicit donations and grants
- Sell raffle tickets
- Distribute and collect change cans
- Assist with mailings
- Plan and assist with special events (cat shows, dog walks, etc.)
- Craft or bake for special events

Special Services Needed

- Legal
- Photography/Art
- Newsletter Editing/Publishing
- Veterinary
- Accounting
- Printing/Copying
- Design/Graphics

Volunteer Agreement

Please read carefully: PWSPCA volunteers, sponsors, and all supporters do not assume liability for any injuries or expenses that may be incurred by the volunteer, visitors, or family whether caused by an animal or other source. By signing this agreement, the volunteer agrees to hold harmless PWSPCA volunteers, sponsors, and supporters.

In consideration of this opportunity to volunteer, I agree to the following terms and conditions, intending to be legally bound to them:

- 1.) I hereby affirm that I have read and agreed to all conditions set forth in this document. I will abide by the mission, rules, regulations, policies and programs of the PWSPCA while I am a volunteer. I understand that if I do not abide by the PWSPCA by laws and policies, I may be removed as a volunteer at any time.
- 2.) I affirm that I am at least 18 years of age.
- 3.) If I stop being a volunteer for the PWSPCA for any reason, or upon the PWSPCA's request at any time, I will promptly return all of the PWSPCA's supplies, equipment, records, moneys and others items in good, clean condition.
- 4.) I assert that I have never been convicted of any animal cruelty, neglect or abandonment. I further agree that I will give the animals the best, most humane, most kind treatment I can. I will protect them from harm, ease their ills, and be sure they are clean, comfortable, well fed, and always watered.
- 5.) I will pledge to treat other volunteers, donors and sponsors with respect and keep the interest of the animals at the forefront of my volunteering efforts.
- 6.) I understand and agree that the PWSPCA may refuse volunteer applications for any reason.
- 7.) I assume the risks of being bitten, scratched, injured or frightened by animals in conjunction with my volunteer work for the PWSPCA. I understand that the PWSPCA is not liable to me for damages, injuries, losses, judgments, costs or expenses whatsoever, which I might suffer or sustain in conjunction with the performance of my volunteer activities.

Print name:

Signature:

Date:.....



.....

Official Use

Application Accepted Date

Application Denied Date

Reason for denial :