



**Volunteer Application  
Shelter, Spay/Neuter Clinic  
& Thrift Shop**

**Mission of HBPets Shelter:** Improving the lives of dogs and cats through adoption and community partnerships

**Mission of HBPets Spay/Neuter Clinic:** Improving the lives of dogs and cats by providing a local, low-cost spay/neuter clinic to reduce pet overpopulation

Spay/neuter clinic volunteers must be 18 years of age or older. Shelter and thrift store volunteers under 18 must be accompanied by a parent or legal guardian.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Phone: Home \_\_\_\_\_ Cell \_\_\_\_\_

Email: \_\_\_\_\_

Preferred contact method: Phone (H)\_\_\_\_ Phone (C)\_\_\_\_ Text\_\_\_\_ Email\_\_\_\_

Emergency contact: Name \_\_\_\_\_ Phone \_\_\_\_\_

Date of birth: \_\_\_\_\_

**Do you have any physical conditions or limitations that we should be aware of? If yes, please explain:**

\_\_\_\_\_  
\_\_\_\_\_

**Have you ever been convicted of a crime? Conviction will not necessarily eliminate you from consideration. If yes, please explain:** \_\_\_\_\_

\_\_\_\_\_

**Have you volunteered with Homeward Bound Pets before? If so, when, and in what capacity?**

\_\_\_\_\_  
\_\_\_\_\_

**Previous volunteer experience:** \_\_\_\_\_

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Previous animal handling experience: \_\_\_\_\_

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What motivates you to volunteer with Homeward Bound Pets? \_\_\_\_\_

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### **HOMEWARD BOUND PETS SHELTER VOLUNTEER POSITIONS**

Based on the season, the shelter is open 10:00 AM – 4:00 PM (or 5:00 PM)  
Morning and afternoon shifts available

Volunteer opportunities include:

- **Cattery:** Socializing, grooming, cleaning cat-houses, sanitizing litter boxes, and laundry
- **Dog kennels:** Socializing, walking dogs, basic obedience, grooming dogs, cleaning kennels, doing laundry
- **Office Helpers:** Answering phones, clerical work, adoption follow up, assist with surrender paperwork, Clean Office (AM) light cleaning (PM).
- **Fostering:** cats, kittens and dogs
- **Ground Maintenance:** Mowing lawn, weed eating, edging, planting & watering flowers, cleaning gutters.
- **Events:** Facilitate Adoption Events at participating businesses.

Please list below which Shelter volunteer position(s) interest you: \_\_\_\_\_

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Days and times you are available: \_\_\_\_\_

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### **HOMEWARD BOUND PETS SPAY/NEUTER CLINIC VOLUNTEER POSITIONS**

The clinic is open Tuesday, Wednesday, and Thursday, 7:30 AM to 4:00 PM  
Morning and afternoon shifts available

Volunteer opportunities include:

- **Reception/Office Assistant:** talking with clients, taking payments, making reminder phone calls, filing paperwork
- **Exam Room Assistant:** assisting the veterinarian with pre-surgery examinations

- **Transfer Person:** helping move animals back and forth between the lobby and the kennels at check-in and check-out
- **Recovery Assistant:** recovering animals from surgery (including monitoring vital signs), cleaning and wrapping surgical instruments
- **Technician Assistant:** restraining patients for the Certified Veterinary Technician (CVT) during induction of anesthesia and intubation
- **Clinic Caretaker:** cleaning and disinfecting rooms, restocking supplies

Please list below which Spay/Neuter Clinic volunteer position(s) interest you: \_\_\_\_\_

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Days and times you are available: \_\_\_\_\_

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### **HOMeward BOUND PETS THRIFT SHOP VOLUNTEER POSITIONS**

The thrift shop is open Monday-Saturday 10 AM to 5:00 PM  
Morning and afternoon shifts available

Volunteer opportunities include:

- **Customer Service:** assisting customers, answering questions about store merchandise, talking to customers on the phone.
- **Cashier:** handling money, processing cash and credit card transactions.
- **Stocking:** categorizing and placing products on the shelves, tagging items.
- **Store Caretaker:** cleaning up spills or broken items, dusting and cleaning shelves, putting misplaced items back on the right shelves, vacuuming, washing windows, decorating for holidays or other special events.
- **Donation Sorter:** verifying that items received are in good condition for customers to buy, giving receipts to and collecting information from people donating products.
- **HBPets Ambassador:** communicating our mission and activities to customers.
- **E-Commerce Sales Associate** – Photographing, researching, listing items online.

Please list below which thrift shop volunteer position(s) interest you: \_\_\_\_\_

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Days and times you are available: \_\_\_\_\_

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Thank you very much for your interest in becoming a volunteer for Homeward Bound Pets Humane Society!

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Homeward Bound Pets Humane Society Volunteer Waiver & Release

I, \_\_\_\_\_, wish to volunteer for Homeward Bound Pets Humane Society (Homeward Bound Pets). I understand that volunteering for Homeward Bound Pets may involve work or activities at the Homeward Bound Pets Shelter, the Homeward Bound Pets Thrift Shop, the Homeward Bound Pets Spay/Neuter Clinic, the Homeward Bound Pets Foster Program, and/or other events or activities that may occur from time to time, including but not limited to operating motor vehicles, fundraising or social events. All of the above activities may involve working with and being in contact with dogs and cats. I understand that working with or coming into contact with dogs and cats may be hazardous, and may involve contact with animals that can be unpredictable at times.

In consideration of being allowed to work as a volunteer for Homeward Bound Pets, I understand and agree that Homeward Bound Pets, and its directors, officers, employees, volunteers, and adoption partners, are not liable to me for any injuries, damage, or loss of any kind, including but not limited to bodily injury, death, loss of or damage to personal property, or other accidents, whether or not such injury, death, damage, loss or accident was caused in whole or in part by fault or negligence of Homeward Bound Pets or any third party. I, my heirs, successors, insurers, assigns and personal representatives, therefore release, hold harmless, and agree to indemnify Homeward Bound Pets and its directors, officers, employees, volunteers, adoption partners, insurers, agents, and any related entity or person from any and all liabilities, claims, demands of any nature, charges, expenses, causes of action or damages, whether known or unknown in law or equity, that may result directly or indirectly from my volunteer activities of any kind on behalf of Homeward Bound Pets, and/or any conduct or activities of the Homeward Bound Pets Board or anyone acting on the Board's behalf.

I understand that Homeward Bound Pets is an organization that is very involved with the community. Therefore, I authorize Homeward Bound Pets to use any picture of me in its possession for public relations purposes.

\_\_\_\_\_  
Volunteer Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature (if volunteer is under 18)

\_\_\_\_\_  
Date