



sean casey animal rescue

A 501(C)(3) NON-PROFIT, NO-KILL SHELTER

Specializing in the rescue, rehabilitation and placement of dogs, cats, reptiles, amphibians, birds and small mammals.

Volunteer Job Description Dog Walker/Socializer



Purpose: Walk, play with and handle dogs to help relieve boredom and stress of living in a shelter environment.

Duties:

1. Sign in on the Volunteer Sheet & sign out your Dog.
2. Spend at least 20 minutes per dog walking.
3. Use bags to dispose of waste on the walk.
4. Upon returning, hand off the dog to SCAR staff.
5. Sign in your Dog & record your time spent walking dogs each day you are at the shelter.
6. Report anything wrong with the dog, such as coughing, bloody stools, cuts, etc.
7. Report to Kennel Manager any difficulties or if you notice the dog's behavior has changed in anyway. If no one is available, record the change in behavior on the volunteer sheet with your contact information.
8. Do not allow two dogs to approach each other while you are walking them.



Qualifications:

- ✓ Must be 18 years of age or older
- ✓ Complete Dog Walker Volunteer application



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Dog Walking Volunteer

PLEASE PRINT CLEARLY

Name: _____

Address: _____
(Street) (City) (State) (Zip)

Primary Phone: _____ Email: _____

Thank you for your interest in walking and socializing our dogs.

Please read and abide by the following dog walking rules and initial each line AFTER reading.

- ___ Dogs can be walked a minimum of 15 minutes and a maximum of 45 minutes.
- ___ Dogs can ONLY be walked by volunteers over the age of 18.
- ___ Dog leashes must be held securely and wrapped around your hand a few times.
- ___ Dogs must be kept on a short leash at all times
- ___ Never allow any of the dogs to be off-leash
- ___ Do Not allow any dogs to interact with each other (because of aggression or illness)
- ___ Walk dogs close to street curb
- ___ You MUST clean up after the dog if they defecate
- ___ I have read, agreed and signed the Volunteer Liability Waiver
- ___ Check here if you would like to be added to our monthly email newsletter

Signature: _____ Date: _____

Print Name: _____



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Volunteer Waiver and Release of Liability, Indemnification and Hold Harmless Agreement

This Waiver and Release of Liability, Indemnification and Hold Harmless Agreement ("Agreement") is between the Volunteer and Sean Casey Animal Rescue ("SCAR"), 153 East 3rd Street and 551 39th St., Brooklyn, NY and its directors, officers, members, employees, agents, assigns, legal representatives and successors.

As a volunteer that is 18 years old or older, I hereby understand and agree to the following: I agree to WAIVE and RELEASE SCAR from all liability, manner of actions, causes of action, debts, contracts, claims and demands for or by reason of any illness, death, damage, loss or injury to person and property, which has been or may be sustained as a direct or indirect consequence of the Volunteer's volunteering at or for SCAR and notwithstanding that such damage, death, illness, loss or injury may have been caused partly by the negligence of SCAR. I agree to INDEMNIFY and HOLD HARMLESS SCAR for any costs or liabilities which they may incur as a result of my volunteering at or for SCAR.

I acknowledge and agree that I have carefully read this Agreement, that I fully understand the Agreement, and that I freely and voluntarily execute the same. I understand that I may seek independent advice prior to signing this Agreement. I understand that this Agreement is binding on me, my spouse, my executors, administrators, personal representatives and assigns and that this Agreement has important legal consequences. The terms of this Agreement are contractual and not mere recitals. This Agreement will be construed in accordance with and governed by the laws of the State of New York.

Signature of Volunteer _____ Date _____

Print Name: _____

Sign of Parent/Guardian _____ Date _____

(If under 21 years)

Print Name: _____

Emergency Contact _____ Phone _____

(Relationship) _____

If insured, name of medical insurance carrier and policy number:



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SCAR VOLUNTEER CODE OF PROFESSIONAL CONDUCT & ETHICS

Below is the SCAR Code of Ethics & Excellence. The following is expected of you as a Volunteer at Sean Casey Animal Rescue. This strictly applies to your conduct while performing your duties.

1. Remain drug and alcohol-free, and avoid the use of controlled substances.
2. Familiarize yourself with and adhere to all SCAR organizational arrangements, procedures, and functions.
3. Changes or problems at your site must be reported to your Direct Supervisor (Kennel Manager) in advance.
4. Once you have begun, you are expected to follow all SCAR RULES & REGULATIONS and DIRECTION OF OUR EMPLOYEES/STAFF and are susceptible to all Disciplinary Rules within our policies. Any and all dishonorable actions, events, communication, or transaction will constitute consideration for immediate dismissal from any position. All will be reported immediately to the Director of Operations for disciplinary/termination procedures.
5. Act in a professional and ethical manner at all times
6. PROFESSIONAL, UNOFFENSIVE & RESPECTFUL LANGUAGE IS REQUIRED.
7. Do not conduct personal business during work hours.

Communications:

1. Check in everyday and keep your Direct Supervisor informed of each task as completed.
2. Listen to the 'next steps' directions and follow all in a professional manner.
3. Ask questions. Understand what constitutes a permissible work and whom to ask for assistance.
4. Be fair, considerate, honest, trustworthy, and cooperative when dealing with co-workers, SCAR Staff and our customers.
5. Seek feedback from your supervisors, ask for suggestions for corrective changes in behavior and improve performance.

Additional Obligations:

I agree to conduct myself in a professional manner at all times while at work. This includes, but is not limited to:

1. Maintaining confidentiality regarding information I come into contact with concerning guests, clients, customers, employees, products or services associated with the site.
2. Utilizing appropriate written and oral expression in all interactions with SCAR personnel, site managers, supervisors, employees, clients and all members of the general public.
3. Observing all established safety and sanitation codes.
4. Exhibiting positive, proactive behavior.
5. Adhering to all laws, regulations, policies, procedures and other applicable standards.
6. Ensuring that all interactions with guests, clients, members, customers, and fellow employees are conducted with dignity and respect towards every person

Volunteer Signature _____

PRINT NAME: _____ **Date** _____

*Thank you for completing this application and for your interest in volunteering with us.
Please note, completing this form does not guarantee placement as a volunteer with SCAR.*