



Satchel's Last Resort

Volunteer Application

Our Mission: Satchel's Last Resort is a no-kill animal shelter/sanctuary whose mission is to Rescue, Rehab and Rehome dogs and cats with nowhere else to go because of breed, behavior or medical issues.

Welcome to Satchel's Last Resort! We love our volunteers and appreciate your interest in joining our family to help the animals we adore and serve. Please PRINT and email Volunteer@SatchelsLastResort.org.

Thank you for applying with us! Please note that all information on this application is confidential and only for the use of SATCHEL'S LAST RESORT.

Satchel's is home to animals with special needs. Many have behavioral or medical issues that require special handling. To work with the animals, you will be required to complete orientation and training.

PERSONAL INFORMATION

FIRST NAME: _____ LAST NAME: _____
CURRENT ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____
PHONE: _____ CELLPHONE: _____
EMAIL: _____ May we add you to our email list ___Yes___ No
DRIVERS License: _____ 18 or older?: _____ Volunteers between 14 & 18 must be accompanied by a parent.
NAME OF EMPLOYER (OR RETIRED): _____
Phone: _____ Supervisor: _____
Have you ever been convicted of a felony? _____ Will you consent to a background screening? _____

EMERGENCY CONTACT INFORMATION

NAME: _____ PHONE: _____
ADDRESS: _____ RELATIONSHIP: _____

PREVIOUS VOLUNTEER EXPERIENCE

Where: _____ Dates: _____ Contact: _____
Phone: _____ What were your duties: _____
Where: _____ Dates: _____ Contact: _____
Phone: _____ What were your duties: _____

Use additional pages if needed

Do you have pets? ___ Yes ___ Tell us about them: _____
Are they up to date on their shots?: _____
Why do you want to volunteer with Satchel's? _____

What do you want us to know about you? (Background, skills, special needs, interests, hobbies)

WHAT AREAS YOU ARE INTERESTED IN ASSISTING US WITH: (check all that apply)

DOGS: ALL Walking Feeding Socialization Kennel Cleaning Laundry General shelter duties

CATS: ALL Walking Feeding Socialization Kennel Cleaning Laundry General shelter duties

FOSTER: Dog Cat Kittens

Animal Transport (valid driver's license & insurance req.) Type of vehicle: _____

Grooming Other: _____

SUPPORT:

List skills or experience in these areas

Office, Admin, Clerical: _____

Social Media, Website: _____

Fundraising: _____

Grant Writing: _____

Event Planning: _____

Landscaping: _____

Handyman Services: _____

Photography: _____

Graphic Art: _____

Other: _____

WHAT DAYS AND TIMES ARE YOU AVAILABLE TO VOLUNTEER?

Day	AM	PM	Notes:
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

Physical Capabilities if Working with Animals

- Quick reflexes and ability to use both hands simultaneously (example: open kennel door while handling animal).
- Ability to bend and squat in order to leash/harness, and/or pick up an animal.
- Ability to stand for significant periods of time while walking dogs, socializing cats, or cleaning kennels.
- Ability to hear if animal is giving warnings, such as growling, yelping or hissing.
- Ability to react quickly when a situation arises or help is needed.
- Ability to cope with a loud and chaotic environment.

Signature: _____ Date: _____

Thank you for your interest. We will contact you shortly to schedule an orientation.

Accepted by Satchel's: _____ Date: _____

Satchel's Volunteer Agreement

I understand that if my volunteer application is accepted, I will be serving Satchel's in a volunteer capacity and I have no expectation of payment, compensation or reimbursement for my service.

I will treat all animals, people and property with dignity, respect and professionalism. I will support the mission and promote goodwill by bringing a positive attitude and my best skills and abilities to my volunteer work in a spirit of courtesy and cooperation. I will exercise caution, care, common sense, compassion and positive training methods with all animals. Safety is first for people and for animals.

I will be on time for any scheduled shift I have agreed to fill. I will dress appropriately for the assignment wearing closed toed shoes and long loose pants when working with the animals.

I will correctly report my volunteer hours in a timely manner. I understand that accurate tracking of my volunteer hours directly aids in Satchel's ability to obtain grant funding.

I agree to accept supervision, support and direction and adhere to Satchel's policy and procedures, state and federal laws.

I am to be trained on any activity that I am unfamiliar with and learn the corresponding tasks. It is my responsibility to understand them completely or ask questions until I feel confident to perform them. I agree to not go beyond the scope of my training or volunteer work agreed without authorization.

I will observe all safety, security and operational rules and will report any injury, incident or concerns immediately to a staff member.

I understand that safe volunteering at Satchel's requires use of all senses and that many situations and circumstances will arise that require my full and undivided attention. I understand that multitasking while volunteering may expose the animals, myself or others to unforeseen dangers and therefore reduces everyone's safety. I agree to refrain from distracting activities such as talking on cell phones, texting, using earphones or earbuds, etc. while working with animals or the general public. In addition, I will not arrive to perform volunteer activities under the influence of alcohol, illegal substances, or any drug(s) (prescription or otherwise) that may affect my ability to give my full, unimpaired attention to my volunteer activities.

I understand that volunteers are not to enter the kennel building unless instructed. No photography or video inside the kennel buildings.

I understand that my first point of contact at Satchel's is the Volunteer Coordinator or, in the absence of the Volunteer Coordinator the Shelter Operations Director. If I feel that a communication problem or conflict exists I will report the problem immediately to the Volunteer Coordinator.

I give my permission for Satchel's to use photos and video for publicity purposes taken during volunteer activities without expectation of compensation.

I understand and agree that all records, forms, applications, mail lists, passwords, security codes, correspondence, messages or any other entities belonging to the Satchel's and/or bearing our logo and/or name, are the sole property of Satchel's and may not be shared, disseminated, used/published/sold.

I understand that as a volunteer, I may gain access to information about Satchel's, its clients, donors, animals, and/or staff members which are confidential in nature. I agree to maintain confidentiality will never disclose any information that is either private and/or personal.

Social media plays a large role in creating awareness for the mission. As a volunteer I will use common sense, professionalism and good judgement when posting items regarding Satchel's. I will present Satchel's in a positive light, and promote the mission. I will be respectful and not use defamatory, offensive or derogatory content. I will not share confidential information. In the event of an animal being injured, ill or passing I will not post about it on any social media platform until Satchel's makes an official announcement. I will not state or imply that my personal opinions and content are authorized or endorsed by Satchel's.

I understand that failing to abide by these expectations may result in the suspension or termination of my position as a volunteer.

I hereby acknowledge that I have read, understand and agree to all of the guidelines and agreements discussed above.

Printed Name: _____ Signature: _____ Date: _____

Accepted by Satchel's: _____ Date: _____

Satchel's Volunteer Waiver and Release Agreement:

This agreement is entered into with Satchel's Last Resort ("Satchel's") jointly by the undersigned, "Volunteer" in order to permit the Volunteer to participate in the Volunteer program at Satchel's. This agreement is for the benefit of Satchel's and each of its staff members, employees, officers, directors, agents, and representatives (known individually as a "Released Party" and collectively as "Released Parties").

I understand there are certain risks associated with the services I will be performing and I accept these risks. I affirm that I have been advised that the activity of working with the shelter animals is hazardous and involves contact with animals that are unpredictable. As such, Satchel's cannot be held liable for injuries or accidents that may occur as a result of working with these animals. It is my intention to discharge and hold harmless Satchel's and all Released Parties from any and all liability related in any way to my participation as a Volunteer.

I understand and agree that if any provision of this Agreement is found to be unenforceable in any way, it shall be enforced to the maximum extent possible and all other provisions of this Agreement shall remain in full force and effect.

I represent and warrant that I have the authority to enter into this agreement. By signing below I express my understanding and intent to enter into this Volunteer Waiver and Release willingly and voluntarily.

Volunteers between the ages of 14 and 18 must be accompanied by a parent at all times.

VOLUNTEER:

Printed Name: _____ Date: _____

Signature: _____

SATCHEL'S:

Printed Name: _____ Date: _____

Signature: _____

PARENT/LEGAL GUARDIAN SIGNATURE IS REQUIRED IF VOLUNTEER IS UNDER AGE 18:

Printed Name: _____ Date: _____

Signature: _____