

VOLUNTEER APPLICATION

*** Office use only**

Humane Society Waterville Area
 Attended Orientation
 100 Webb Road, Waterville, ME 04901
 207-873-2430



Active Inactive

Thank you for your interest in volunteering with the Humane Society Waterville Area! We need assistance in many areas including daily operations, pet socialization, pet fostering, and help during our fundraising events. Please select the volunteer activities that most interest you. Upon receipt of your application, we will call you to set up a time for Volunteer Orientation. Specifics about each activity will be discussed at that time. Information on this form will help us find the most appropriate job for you, but we will also provide appropriate training as necessary. *Please print your responses clearly.* Thank you again for your interest in HSWA!

Please note: Volunteers 13-15 years of age must be accompanied AT ALL TIMES by a responsible adult and you must include your date of birth on this application.

Date _____

Last Name _____ First Name _____ MI _____

Address _____

City _____ State _____ Zip _____

Home Phone _____ Work Phone _____

Cell Phone _____ Email _____

Age _____ Date of Birth _____

What is the best way to contact you? Home phone Work phone Email Mail
 What is your availability to volunteer? _____

Availability

Help us match your preferences with our current opportunities. Please check all that apply!

- Both Weekdays and Weekends
- Available as needed
- Mornings
- Prefer a regular schedule
- Weekends Sat, Sun
- Afternoons
- Weekdays M T W T F
- Can be considered on short notice
- Other

If interested in a Regular Schedule please complete the following:

Availability (circle all time frames available)				Comments about availability:
Monday:	8:30am-11am	11am-1pm	1pm-5pm	
Tuesday:	8:30am-11am	11am-1pm	1pm-5pm	
Wednesday:	8:30am-11am	11am-1pm	1pm-5pm	
Thursday:	8:30am-11am	11am-1pm	1pm-5pm	
Friday:	8:30am-11am	11am-1pm	1pm-5pm	
Saturday:	8:30am-11am	11am-1pm	1pm-4pm	
Sunday:	8:30am-11am	11am-1pm	1pm-4pm	

HSWA Volunteers:

How did you hear about the volunteer program at the Humane Society Waterville Area?

Please circle the Volunteer Opportunities you would like to participate in:

- Direct Animal Care and Cleaning
- Cat Socializing
- Dog Walker
- Housekeeping/Laundry
- Foster Parent
- Animal Transport
- Office/Clerical
- Donation/Supplies Organizer
- General Maintenance
- Special Events Volunteer
- Data Entry
- PR/Fundraising Committee

List any other areas of interest not listed above:

Personal (Experience, Skills, Interests) Do you have previous experience or special skills?

- Volunteer work experience
- Customer Service experience
- Experience working with animals
- Formal education/training working with animals
- Computer/office/clerical/data entry experience

Please list any details or other experience/skills you would like to share with us.

Community Service, Vocational Rehabilitation, Aspire, etc. (If Applicable)

If you need Community Service hours for high school or college graduation, please state how many hours you need to complete and graduation/duo date: _____

If you were referred to HSWA for court-ordered Community Service or to receive leniency from the courts, a Community Service application will need to be obtained by the Volunteer Coordinator. You will need to be 18 years of age and older to participate in the community service program.

If you will be volunteering with a Vocational Counselor or Case Manager, he or she must fill out and submit an application before your application can be approved. Please provide the Vocational Counselor or Case Manager's information to assist with matching up the applications:

First Name Last Name Phone # Company Name

NOTE: Each counselor or case manager who will be working with you will need to complete a volunteer application and participate in the orientation and training with you.

Have you ever been convicted of a crime? Yes No
Have you ever been tried for a felony crime? Yes No
Have you ever been arrested? Yes No

If yes, please explain: _____

Emergency Information

Do you have health insurance? Yes No

Company _____ Policy # _____

In case of an emergency, please notify:

First Name Last Name Relationship Phone #

Address City State Zip

Please list any allergies: _____

Are there any medical, physical or other limitations on the types of volunteer work you can perform? Yes No

If yes, please explain: _____

Volunteer Contract

I have completed this application and answered all information honestly and accurately. I give permission to the Humane Society Waterville Area to verify any information given on this volunteer application.

I understand that HSWA reserves the right to conduct background checks on any applicant applying for a volunteer position at HSWA.

In the event of an emergency, I hereby give permission to the physician selected by HSWA to hospitalize, secure proper treatment, and order injections and/or anesthesia and/or surgery for me.

I hereby agree that the HSWA shall not be held responsible for any injury, accident, or sickness which may occur to me in connection with the volunteer program.

Confidentiality: *It is expected that Humane Society Waterville Area volunteers will not breach any private or confidential information outside of HSWA concerning the animals, abuse cases, customer information, business decisions, and policies of the organization. I agree to comply with the Humane Society Waterville Area.*

Volunteer Signature Date

Parent/Guardian Signature (required if under 18) Date