

Volunteer Opportunities

We have a need for volunteers in various service areas, roles and times. Please read the below descriptions which describes the shift and activity level to see if it's a match for you. Once a match has been made that's beneficial for all, the volunteer will be placed in the appropriate service, and hands-on training and observation will be conducted.

DOGS

- ❖ Shelter Volunteers assist with cleaning dog kennel areas, cleaning exercise yards and trails, cleaning food bowls, and/or assisting with laundry. Volunteers must be comfortable being exposed to animal bodily fluids and cleaning solutions.
Shifts are daily, 8:00 – 10:00 AM
Level of activity is high with a lot of bending, reaching, lifting, walking and standing.
- ❖ We also need volunteers to assist with walking, socializing, enriching and training our shelter dogs. Due to the nature of our shelter dogs, not all volunteers who express an interest in doing this service may be a good fit. Staff will meet, discuss and evaluate each volunteer to determine if this is appropriate fit for all.
Shifts are daily, Noon to 3:00 PM
Level of activity is high due to walking, up and down hills, on paths with a dog on leash.
- ❖ Foster Volunteers provide in-home care for our shelter dogs until the dog is adoptable or adopted.

CATS

- ❖ Shelter Volunteers assist with cleaning the various cattery areas, including emptying, cleaning and refilling litter pans, cleaning food bowls, and/or assisting with laundry.
Shifts are daily, 8:30 – 11:00 AM or 3:30 to 5:00 PM.
Activity level is high with a lot of bending, reaching and lifting.
- ❖ We also need volunteers to groom and socialize with cats and kittens.
Shifts are daily, except Wednesdays. Times are between 11:00 AM and 4:00 PM.
Activity level is low with mostly sitting and some bending.
- ❖ Foster Volunteers provide in-home care for our shelter cats and kittens until the cat is adoptable or adopted.

RETAIL

Volunteers are needed to provide assistance in our Thrift store & seasonal Christmas store. Duties included, but not limited to, greeting and providing service to customers, answering the phone, processing sales, cleaning, sorting, organizing & pricing merchandise, and donation pick-up. Use of cash register and phones.

Shifts are Daily. 10:00 to Noon or Noon to 4:00 PM. Christmas Store needs are Oct – Nov, Activity level is high with customer & staff interactions, and moderate for physical activity that involves mostly standing and walking, bending, and lifting.

OTHER AREAS

Office/Administration

Front Desk Volunteers at the Shelter meet and greet customers, staff and other team members, answer the phone & take messages, answer inquiries, provide information on various topics, compile forms and packets, compile lost and found reports, assist with shelter's retail sales, and maintain the front desk and reception area.

Shifts are Sunday through Saturday, from 11:00 AM to 4:00 PM.

Activity level is high as far as customer service but low with mostly sitting.

Administrative volunteering is when time is spent on committees, such as Finance, ByLaws, Event Planning, phone contacts for OCHS business, membership processing, record keeping, OCHS meetings, OCHS board-related activities or professional services.

Fundraising Volunteers assist with organizing or staffing fundraising activities, such as raffle ticket sales, and the monthly event at Grocery Outlet.

Shifts are variable, depending on need.

Activity level is high due to customer interaction at events, etc.

Miscellaneous Areas: Website & database management, grant writing; photography; can & bottle collection.

Spay & Neuter and Wellness Clinics

Volunteers are needed during our spay & neuter clinic days, as well as during the wellness and dental clinics. Volunteer assist with post-surgical and post-procedure care. This may involve general observation of our recovery patients, taking their temperature, providing instructions to owners, and providing general assistance to our staff. Volunteers must be comfortable with being exposed to animal bodily fluids.

Shifts are Wednesdays and Thursdays, from 10:00 AM to 1:30 PM or 1:30 PM until clinic ends.

Activity level is high due to customer & staff interactions, and physical activity such as bending, lifting.

Building and Grounds Maintenance

Volunteers are needed to assist with general building and grounds maintenance. One of the areas of greatest need is the outdoor kennel and trail areas, such as mowing and weed-whacking, on a regular, weekly basis.

Shifts are variable and negotiable.

Activity is high due to physical demands.

Off-Site Adoptions or Animal Transport

Volunteers assist with transporting animals, adoptions, and picking up food and supplies. Shifts are variable.

We also need volunteers to transport animals to Veneta vet clinic. Must have valid driver's license and auto insurance.

Activity level may be high for physical demands such as lifting and bending, and high due to customer & staff interactions.