

**VOLUNTEER APPLICATION**  
**Santa Fe Animal Shelter & Humane Society**  
100 Caja del Rio Road, Santa Fe, NM 87507  
Phone: 983-4309x 128 Fax: 505.820.6901  
Attn: Mary Hendrix, Volunteer Coordinator

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

Street Address \_\_\_\_\_ City/State \_\_\_\_\_ Zip \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_ City/State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Numbers: Home \_\_\_\_\_ Work \_\_\_\_\_

Email Address: \_\_\_\_\_ Cell \_\_\_\_\_

Emergency Contact: Name \_\_\_\_\_ Phone \_\_\_\_\_

Employer/School: \_\_\_\_\_ How did you hear about us? \_\_\_\_\_

Age Group:  12-15 (parent must be present at all times)  16-18  19-36  37-60  Over 60

Describe previous animal experience:

\_\_\_\_\_

Describe previous volunteer work:

\_\_\_\_\_

List training, experience, skills you have that you would like to put to use: \_\_\_\_\_

\_\_\_\_\_

Are there any duties you would prefer not to perform?

\_\_\_\_\_

Are you fluent in a language(s) other than English? \_\_\_\_\_ If so, which one(s)?

\_\_\_\_\_

Please describe all disabilities or limitations you may have?

\_\_\_\_\_

How often would you like to volunteer?

\_\_\_\_\_

Days/Hours? \_\_\_\_\_

\_\_\_\_\_

**All new volunteers are required to attend a 3 hour orientation plus additional training specific to the volunteer job of choice.**

**Volunteer Opportunities** (please check those of interest to you):

- K9 Companion:** walk, socialize and basic manners behavior training for dogs.
- Feline Companion:** socialize & brush cats.
- Front Desk Greeter:** help our staff by answering phones, assisting the public and general office work.
- Satellite Adoption Center:** help care for our animals and find them homes from PetsMart on Zafarano.
- Off-Site Adoptions events:** help our staff at find good homes for our animals, most events are on Saturday, locations vary.
- Clinic Support:** help the Clinic staff with pre and post surgery care, releases, and cleaning.
- Foster Care:** Provide TLC in your home for special needs animals.
- Store:** help in our retail Pet Supply Store at the Shelter.
- Special Events:** assist with everything from our fundraisers, to community info tables, mobile adoptions, bulk mailings, etc.

## Santa Fe Animal Shelter & Humane Society Mission Statement

Guided by the humane ethic, and in recognition of the bond between humans and animals, the Santa Fe Animal Shelter & Humane Society exists to promote humane principles, compassionate care, and the prevention of cruelty to animals by:

- Providing humane care and treatment to the animals brought to the Shelter by citizens and animal control;
- Offering educational and volunteer programs to encourage awareness, understanding, and practice of the humane principle;
- Advocating for the interest and welfare of animals and protecting animals from neglect, abuse, and exploitation;
- Inspiring awareness and compassion for all living things.

The Santa Fe Animal Shelter is an open shelter. Unlike limited-access groups, we accept all animals brought to us. Due to pet over-population the SFASHS does have to perform humane euthanasia.

### Volunteer Agreement/Release Form

I, the undersigned, hereby agree to accept a position as a volunteer for the Santa Fe Animal Shelter & Humane Society (SFASHS), and in doing so, agree to:

1. Accept and adhere to all policies of the SFASHS and understand that failure to do so may result in my immediate termination as a volunteer.
2. Agree to a **six month** commitment to the SFASHS volunteer program giving at least 2 hours a week.
3. Accept the guidance and decisions of the Shelter staff.
4. Be present for scheduled shifts and to carry out duties promptly and reliably.
5. Maintain the dignity and integrity of the SFASHS and honor confidential information.
6. Notify SFASHS in writing or by phone, with appropriate notice, of extended leave of absence.
7. Understand the function of the paid staff, maintain a good working relationship with them, and stay within the bounds of volunteer responsibility.

I acknowledge that my services are provided strictly on a volunteer basis, without pay or compensation of any kind, and without liability of any nature on behalf of the SFASHS.

***Volunteers under the age of 16.*** A parent or guardian **MUST** accompany the minor at all. Children under the age of 16 are not to enter the kennels without a parent or guardian. Siblings and friends are not allowed to accompany them, unless they have gone through all required volunteer trainings.

I recognize that in handling animal and performing other volunteer tasks, there exists a risk of injury, including physical harm. All services to be performed by me are at my own risk. On behalf of myself, my heirs, personal representatives and executors, I hereby release, discharge, indemnify, and hold harmless the SFASHS, its agents, servants, and employees from any and all claims, causes of actions, or demands of any nature or cause, including costs and attorney's fees incurred by the SFASHS in connection with the same, based on damages or injuries which may be incurred or sustained in any way connected with my services for SFASHS, including, but not limited to, animal bites, accidents or injuries.

Signed: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Parent's Signature if under 18 \_\_\_\_\_ Date \_\_\_\_\_