



VOLUNTEER JOB POSTING

POSTING DATE: 11/15/2018

POSITION/DEPARTMENT: Wildlife Hotline and Intake Specialist

LOCATION: SPCA Main Shelter

COMMITMENT: High. Volunteers are asked to commit to a 4-hour shift/week.

END DATE: Until filled

JOB DESCRIPTION

The SPCA Serving Erie County is currently seeking committed and energetic individuals to assist the Wildlife Department in answering phones and handling the intake of wildlife. These volunteers will advise and educate the public about rescues and how to properly handle wildlife. Volunteers will also complete intake forms and logs.

Principle Duties and Responsibilities

- Must have good communication skills, as volunteers work with SPCA staff, volunteers, and the public.
- Have a basic understanding of our local wildlife and how to decrease negative interactions between humans and wildlife. (We will train you about this!)
- Answer the phone and coordinate rescues and educate the public when rescue isn't necessary. We take in sick, injured, and orphaned wildlife. You will help determine if intake is necessary.
- Commitment to mission, values, goals, and success of the SPCA Serving Erie County.

Requirements

- Must be available to fill a 4-hour shift per week. The Wildlife Department is open 7 days a week from 8 a.m. – 8 p.m. in the summer months and 8 a.m. – 6 p.m. in the winter months.
- Preferably some experience dealing with the public and customer service.
- Willingness to work with staff and volunteers.

How to Apply

Please contact Barb Haney, Director of Wildlife at 716-875-7360 ext. 220, or barbh@yoursPCA.org.