



VOLUNTEER JOB POSTING

POSTING DATE: 11/15/2019

POSITION AND DEPARTMENT: Canine Adoption Assistant

LOCATION: SPCA

COMMITMENT: High, same day and time each week

END DATE: Until filled

JOB DESCRIPTION

Canine adoption assistants help guests meet adoptable dogs! Available shifts can be discussed with Cindy, whose email address is below.

Principle Duties and Responsibilities

- Assist guests in finding an appropriate dog and visiting with the dog
- Go over the dog's paperwork with the guests and answer their questions
- Retrieve dog from kennel for guest and escort them to a meeting area
- Clean a dog's kennel as needed
- Cover dog gallery desk
- Commitment to mission, values, goals, and success of the SPCA Serving Erie County.

Requirements

- Must be able to handle and walk all size dog breeds up to 60 pounds.
- If on blood thinning medication, must get a release from your doctor.
- Outstanding customer service skills.
- Willingness to work with staff and volunteers.

How to Apply

Availability varies and is limited. No phone calls, please. Please email our canine volunteer liaison Cindy at K9Liasons@yoursPCA.org.