



VOLUNTEER JOB POSTING

POSTING DATE: 09/25/2020

POSITION AND DEPARTMENT: Offsite Adoptions

LOCATION: SPCA Offsite Locations

COMMITMENT: High, same day and time each week

END DATE: Until filled

Job Description

Offsite volunteers provide care and enrichment for adoptable cats that are located at our partner offsite adoption locations including PetSmart, Petco, and Pet Supplies Plus stores. The volunteers speak with potential adopters about the personalities of the cats at their location and assist in the adoption process.

Principle Duties and Responsibilities

- Maintain sanitary conditions of all cat enclosures
- Enrich cats by petting them, playing with them, or even reading to them
- Log interactions with each cat to track the well-being of the cat
- Speak to guests who may be interested in adopting
- Assist in an adoption of a person who has been approved to adopt from the SPCA
- Report any urgent or pertinent information to the SPCA offsite staff (via email or phone)
- Commitment to mission, values, goals, and success of the SPCA Serving Erie County

Requirements

- Able to commit to a scheduled 1 - 2 hours a week volunteer shift
- Excellent customer service skills
- Experience with cats and cat behavior is helpful, but not required.
- Comfortable using cleaning products and cleaning litter boxes
- Ability to move about, bend over, stand up, sit, and lift up to 30 pounds
- Volunteers benefit from having basic computer skills
- Exceptional kindness to all animals, guests, volunteers, and staff per our core mission.
- Willingness to work with and respectfully communicate with all staff and volunteers.

How to Apply

Please contact Jessica Holland, SPCA Offsite Adoptions Volunteer Coordinator, at 716-875-7360 ext. 235 or send an email to Offsite@YourSPCA.org. All training is provided by the SPCA Serving Erie County.

Updated 09/24/2020 JH