



YourSPCA.org || 300 Harlem Road  
716.875.7360 || West Seneca, NY 14224

## Volunteer Job Posting

**Posting Date:** 6/9/2022

**Position and Department:** Cat Adoption Assistant/Behavior Department

**Commitment:** Scheduled, weekly 2-4 hour shift

### Job Description

The Cat Adoption Assistant volunteer position involves working with the public to help make a match between adopters and the cats at the SPCA. The volunteer must be willing to learn about the cats and work with adopters to understand the type of pet they are looking for. The volunteer must be able to learn and understand cat body language. Must be able to bend, stretch, reach, lift and carry at least 25 pounds on a regular basis, and stand on your feet for most of your shift. The volunteer must be willing to clean up after the cats. Communication and guest interaction skills are required. Must be able to work independently and in groups, and share information with SPCA staff and volunteers. This is an animal handling position.

### Principle Duties and Responsibilities

- Guest interaction and adoption matching
- Evaluating cat behavior before and during meetings with potential adopters
- Answering questions from potential adopters about the cats in our care
- Report medical and behavior conditions of cats
- Communicating among the SPCA's Behavior, Adoptions, and Veterinary Departments.
- Commitment to mission, values, goals, and success of the SPCA Serving Erie County.

### Requirements

- Some cat experience required
- Customer service experience is recommended
- Reliable transportation is required
- Ability to work a scheduled shift is required
- 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

If interested, please email Cary Munschauer [carym@yoursPCA.org](mailto:carym@yoursPCA.org) to apply.