Volunteer Overview

So you want to volunteer? Being a volunteer at an animal shelter is not as glamorous as one may think. But the personal rewards of helping animals in need---well it doesn't get much better than that. As you read on you will learn more about who we are, what we do, and what is expected of a Kingston Animal Shelter Volunteer.

We are a relatively small shelter in the grand scheme of animal rescue, however, we have a very big impact on the animals we care for in our community. We handle approximately 225 animals per year at the shelter! Animals come to the shelter for various reasons; they may be strays, abandoned, picked up loose, or surrendered by an owner; just to name a few. Sometimes the animals that come to us are in poor health or have behavioral issues but the majority of them are healthy, happy, and ready to find their forever home! We proudly have a wonderful adoption program with a very successful adoption rate. All animals in our adoption program are examined by a licensed veterinarian, receive age appropriate vaccines, flea/tick prevention and treatment, spay/neuter, heartworm test, microchip (dogs), combo test for feline AIDs & leukemia (cats). We do everything in our power to find the right home for every animal that comes through our doors! Unfortunately, from time to time we face the challenge of having to make tough decisions. On rare occasions a situation may arise where an animal is terminally ill or far too aggressive/unpredictable to adopt, in which case we may find it necessary to humanely euthanize the animal. This is not a decision we take lightly, however, it is an unfortunate reality in the world of animal rescue. Your understanding and support of this practice is appreciated. If you have opposing feelings about this policy, you may want to rethink volunteering at our animal shelter.

The main duties and responsibilities of a shelter volunteer are to maintain a clean, safe, and nurturing environment for the animals we care for. This entails daily cleaning of the facility; as well as, cleaning & feeding the animals, walking and/or exercising, administering medications (as needed), and interaction with the animals at the shelter. For example: cleaning litter boxes, providing fresh food & water, vacuuming, sweeping, trash removal, poop scooping, and other general housekeeping duties as needed. Bending and stooping may be required in some instances. We look for individuals who are reliable, responsible, and able to work independently. A Kingston Animal Shelter Volunteer is someone who can read and thoroughly follow verbal and written instructions. A gate or door left open or unlocked accidentally can spell disaster! Not following instructions could cross contaminate a virus from one area to another. Volunteers should be able to physically handle the animals without restriction, understand basic animal behavior, and make common sense judgements/decisions. This is true especially for volunteers working the evening shifts. Depending on the number of animals at the shelter, you can expect to spend anywhere from ½ hour up to 2 hours per shift. You may be exposed to all things stray animals carry such as ringworm and other assorted parasites & animal viruses. By taking the necessary precautions you can avoid spreading or "bringing these home" to your own pets.

If a shelter volunteer owns an animal, we expect that your pets be current with appropriate vaccines and licensed in the town in which you reside, according to MA state law.

Training will be provided and is required before a volunteer can begin working independently. The shelter is staffed by volunteers 7 days per week, 365 days per year. In addition, Animal Control Officers are on duty Monday-Saturday and for off duty and emergency response calls.

If after reading our overview you feel volunteering at the Kingston Animal Shelter is right for you, please fill out the attached Volunteer Application. Thank you for your interest in volunteering at the Kingston Animal Shelter!
Volunteer Application

Date: _____________

General Information

Name: ___________________________ Date of Birth: _______________
Address: ___________________________________________________________________
Primary Phone: __________________ Secondary Phone: ___________________________
E-Mail Address: ___________________________________________________________________
Do you have any animal care experience? ___________________________________________________________________
If so, please provide details: ___________________________________________________________________

Why do you wish to volunteer at the Kingston Animal Shelter? ___________________________________________________________________

Do you currently own any pets? _____________
If yes, are they current with vaccines, spayed/neutered, and are your dogs licensed? _____________
If no, please explain why: ___________________________________________________________________

What is your favorite type of animal & why? ___________________________________________________________________

What are your thoughts on euthanasia? ___________________________________________________________________

Questions, comments, concerns about volunteering: ___________________________________________________________________

Availability

Please check off the following shifts you are available for volunteer assignments:

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Open Availability: _______
References

Please provide at least 2 personal references:

Name: _______________________________ Phone Number: _______________________________
Relationship: ___________________________ Years Known: _______________________________

Name: _______________________________ Phone Number: _______________________________
Relationship: ___________________________ Years Known: _______________________________

Agreement/Consent

Thank you for completing this application form and for your interest in volunteering with us. By signing this application, you agree that you are a volunteer for the Kingston Animal Shelter working under the direction of the Animal Control Officers. As a volunteer, you understand that your volunteer assignment may be terminated at any time without notice. Furthermore, you agree to abide by the Kingston Animal Shelter policies and procedures outlined in the Volunteer Overview as well as the Volunteer Handbook.

Would you authorize Kingston Animal Shelter to perform a C.O.R.I. (Criminal Offender Record Information) background check? (Please Initial)  Yes________ No________

If yes, please attach a copy of your MA driver’s license or I.D..

Volunteer Signature:__________________________ Date:__________

OFFICE USE ONLY

Reference #1: __________________________________________
________________________________________________________________________________
Reference #2: __________________________________________
________________________________________________________________________________
Notes: __________________________________________________
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