



**Union County Humane Society**

PO Box 625  
719 Hickory Star Road  
Maynardville, TN 37807  
865-992-7969 phone  
865-745-1648 fax

**Volunteer Application**

**Date:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Address:** (street, apt) \_\_\_\_\_

(city, state, zip) \_\_\_\_\_

**Home Phone Number:** \_\_\_\_\_

**Cell Phone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_

**Age\*:** \_\_\_\_\_

\*Must be at least 18 years of age or accompanied by an Adult. Any variance to this policy must be approved by the Executive Director of the Union County Humane Society.

**Do you own any pets? Yes\_\_\_\_\_ No \_\_\_\_\_**

If yes, how many pets and what types? \_\_\_\_\_

If you own dogs and/or cats, are they spayed/neutered? \_\_\_\_\_

**Why are you interested in volunteering at the Union County Humane Society?**

To Give Back \_\_\_\_\_ Self-Fulfillment \_\_\_\_\_ Love of Animals \_\_\_\_\_

TN Promise \_\_\_\_\_ College Application \_\_\_\_\_ High School Club \_\_\_\_\_

Community Service \_\_\_\_\_ (#) hours by \_\_\_\_\_ (date)

Other \_\_\_\_\_

**Please check all areas in which you are interested in volunteering:**

Dog Walking \_\_\_\_\_ Dog Kennel Cleaning \_\_\_\_\_ Cat Cottage Cleaning \_\_\_\_\_  
Laundry/Cleaning \_\_\_\_\_ Grounds Maintenance \_\_\_\_\_ General Maintenance \_\_\_\_\_  
Fundraising \_\_\_\_\_ Special Events \_\_\_\_\_ Assist Photographer \_\_\_\_\_  
Provide humane animal education in schools \_\_\_\_\_  
Other/special skills (describe) \_\_\_\_\_

**Do you have any allergies, asthma, physical or psychological conditions that would affect your volunteer work?**

\_\_\_\_\_  
\_\_\_\_\_

**I am looking to volunteer \_\_\_\_\_ hours per .**

**Please indicate days/dates and times (between 7:30am and 4pm) you are available to volunteer:**

Monday	_____	Time	_____
Tuesday	_____	Time	_____
Wednesday	_____	Time	_____
Thursday	_____	Time	_____
Friday	_____	Time	_____
Saturday	_____	Time	_____
Sunday	_____	Time	_____

**I, \_\_\_\_\_ (print name), have read and understand the attached volunteer release, general expectations and policies of the Union County Humane Society.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Parent / Guardian if under 18

**Application accepted by UCHS: \_\_\_\_\_**

## **General Conduct and Expectations:**

It is essential that volunteers conduct themselves in a manner that reflects favorably on the community image and service goals of the Union County Humane Society.

1. Volunteers are required to attend a Volunteer Orientation session.
2. Volunteers, to the best of their ability, should commit to a monthly work schedule as agreed to between the volunteer and Volunteer Coordinator.
3. Volunteers are to report for assignments punctually as scheduled.
4. Volunteers are to contact the Volunteer Coordinator if they are unable to work their scheduled time.
5. Volunteers are to dress appropriately for duties assigned. No tank tops, short shorts, or open-toed shoes are allowed at any time while serving as a volunteer.
6. Volunteers are to treat clients, other volunteers, and employees with dignity and respect.
7. Volunteers may accept tasks from any Union County Humane Society staff.
8. Volunteers are to perform assigned job duties and tasks in a safe and responsible manner.
9. Volunteers should not use cell phones while performing duties. If appropriate, a staff member may remove the cell phone to a safe place to only be used during breaks.
10. Volunteers are not permitted to disclose any client (person or animal) information.
11. Volunteers are not permitted to be under the influence of alcohol or an illegal substance while on duty at the Union County Humane Society.
12. Volunteers are not permitted to possess, sell, or distribute alcohol or illegal or controlled drugs while on the property of the Union County Humane Society.
13. Volunteers are not permitted to possess a firearm or weapon while on the property of the Union County Humane Society.
14. Volunteers will be subject to immediate dismissal and legal action for theft or inappropriate use of Union County Humane Society funds, supplies, property, or equipment.
15. Volunteers are expected to behave appropriately when dealing with all animals. Hitting, kicking, taunting, or other unacceptable behavior will be subject to immediate dismissal and legal action, if appropriate.

## **Volunteer Release:**

I am about to participate in the volunteer program at the Union County Humane Society (UCHS). I am doing so entirely upon my own initiative, risk and responsibility. I understand that my services are provided strictly in a volunteer capacity, as a volunteer, and without any express and implied promise of compensation, employment benefits, worker's compensation insurance, accrual in any form of vacation, sick time, or other payment of any kind whatsoever. I consent to receive electronic messaging about news in relation to UCHS.

## **Accident Policy:**

I understand that the animals I may be caring for may be dangerous, destructive, and have unpredictable behavior. I recognize that in handling animals and performing other volunteer tasks, there are potential risks of injury including physical harm caused by the animals. I also recognize that I may come into physical contact with animals of unknown origin or questionable health history, and/or which have not been treated for diseases, which may be transmittable to humans or other companion animals. On behalf of myself, my heirs, personal representatives, and executors, I hereby release, discharge, indemnify and hold harmless UCHS, its officers, managers and employees, from any and all claims, causes of action, or demands, of any nature, based on damages or injuries which may be incurred or sustained by me in any way connected with my volunteer services for UCHS, including but not limited to animal bites, accidents, or injuries. I agree to report any such incidents, accidents or injuries while volunteering to a UCHS staff member. I will agree to receive first aid/medical treatment if directed by a staff member to do so.

## **Photograph Release:**

I understand that public relations are an important part of volunteering at UCHS. I agree to allow the UCHS to use any photographs taken of me for use in public relations efforts.