



Dane County Humane Society Volunteer Position Description

Job title: **CLASSROOM ANIMAL ASSISTANT**

Reports to: Shelter Educator

Trained by: Trained Staff and Volunteers

Scope of Position: This position supports Dane County Humane Society's mission and core values by providing cage cleaning and socialization for shelter education animals.

Duties and responsibilities:

- Interact in a friendly and safe manner with classroom animals. Animals may include, but are not limited to: guinea pigs, rats, corn snake, Bearded Dragon and Madagascar Hissing Cockroaches.
- Place classroom animals in exercise areas while cleaning
- Socialize with classroom animals
- Follow all critter cleaning policies and procedures

Requirements:

- Minimum age of 18 years old to volunteer alone; 8 years or older with parent or guardian
- Basic handling of all classroom animals
- Reliable attendance and ability to work independently required
- Have high-level English reading, writing, spelling and communication skills
- Have the ability to understand, remember and follow instructions and procedures; and the ability to ask questions when appropriate
- Friendly and positive attitude
- Ability to squat, bend, twist, lift or stand for up to two hours

Training, Schedule and Commitment:

- Attend all training sessions and continuing education as required of this position
- Participate in on-going evaluation program
- Adult shifts available 10am-noon, any day of the week. Youth/adult team shifts available 10am-noon Saturday or Sunday
- Consistent attendance required. There are procedures in place if you need time off due to illness, vacation, work or other causes. Our expectation is that you will make up any missed time.
- Commitment of one (1) two-hour shift worked per week for a minimum of six (6) months.

