



**Dane County Humane Society
Volunteer Position Description**

Job Title: **COMPANION ANIMAL FOSTER PARENT**

Reports to: Foster Program Coordinator

Trained by: Trained Staff and Volunteer

Scope of Position: This position supports Dane County Humane Society's mission and core values by assisting with the care of animals that need time in a home setting before they are made available for adoption. This includes pregnant or nursing moms with litters, litters that are too young and need time to grow, animals in need of socialization and animals recovering from illness or injury. Depending on the season, fostering might last a few weeks or a few months.

Duties and Responsibilities:

- Provide care for foster animal in your home; you select type and age of animals you will foster
- Provide necessary supplies such as food, litter, bedding and toys for foster animals
- Administer DCHS prescribed medications as needed
- Return animal for vaccinations and vet checks as needed
- Communicate with Foster Department regarding spay/neuter scheduling and foster animal return
- 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

Requirements:

- Minimum age of 18 years old
- All pets living in the household must be up-to-date on vaccinations and vet care
- Landlord approval if renting
- Time and space to care for foster animal
- Ability to isolate foster animal(s) from personal pet(s) highly preferred

Training, Schedule and Commitment:

- Attend Foster orientation and continuing education as required of this position
- Participate in ongoing evaluation program
- There are procedures in place if you need time off from fostering due to illness, vacation, work or other causes
- Commitment to foster at least one animal or group of animals in six months; availability of animals will vary with time of year