



# VOLUNTEER ORIENTATION





## Washington Area Humane Society **MISSION**

Provide shelter, safety, and care for the abandoned and abused animals of Washington County with the goal of placing them in forever homes.





Washington Area Humane Society

## **VOLUNTEER PROGRAM SPONSOR**

- Sponsorship covers the cost of any volunteer related expenses
  - End of year gifts
  - Volunteer Appreciation Week
  - Volunteer Software





# HISTORY

**1906** – WAHS was incorporated and run by a handful of humane officers enforcing animal cruelty laws across Washington County.

**1950** – The land the current building sits on was purchased and a kennel was built.

**2002** – The shelter became a no-kill facility and changed the name to the Washington Area Humane Society.

**2019** – The organization broke ground on a new \$5 million building.

**2020** – The WAHS moved up to the new building and demolished the old 70 year old kennel.





# SHELTER, SAFETY, & FOOD

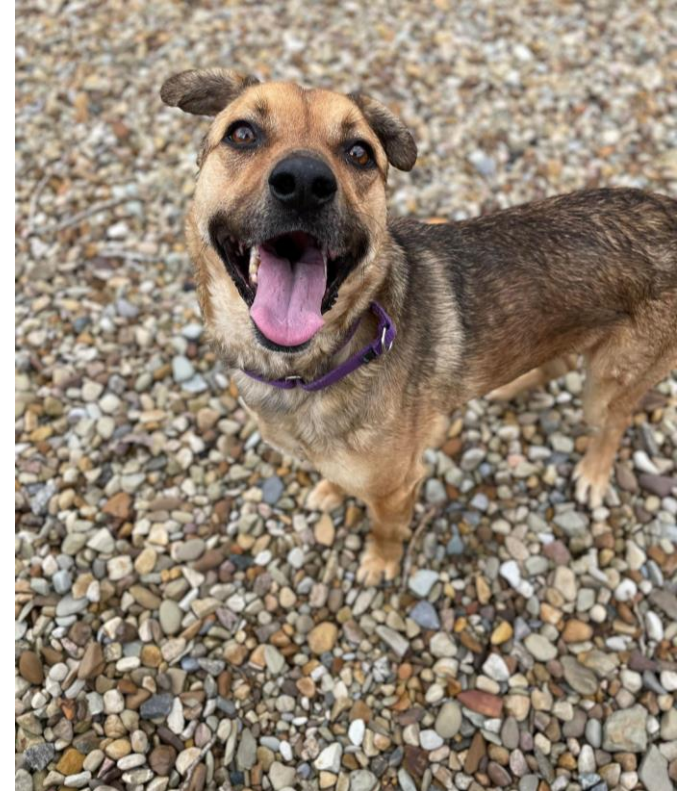
- The WAHS provides shelter, safety, and care for the abandoned and abused animals of Washington County.
- On average, the WAHS takes in more than **650** animals annually.
- WAHS has on average a **94.5%** live release rate.





# PUBLIC EDUCATION

- WAHS provides public education for all ages for the humane treatment of animals and about the animal cruelty laws in Pennsylvania.
  - Visits schools to share our mission
  - Share how young children can make a difference in the lives of animals



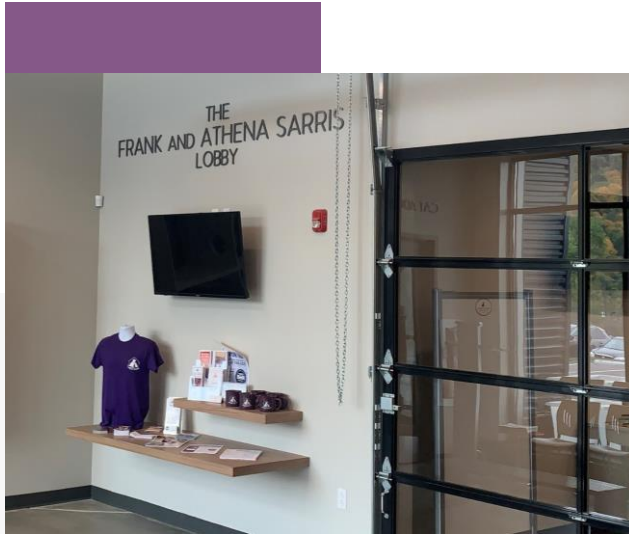


# AFFORDABLE VETERINARY SERVICES

- WAHS offers affordable veterinary care for Washington County community members which includes
  - Spay and neuter surgeries
  - Vaccination clinics

WAHS on average spays/neuters over **800** pets a year.





## Washington Area Humane Society **SHELTER**

WAHS moved to the new shelter in **January of 2020**. The new shelter was funded **100%** by private donors, corporations, and foundations.

- 10,000 square feet
- Holding for 50 cats/50 dogs
- State of the art surgical suite
- Community Education Room
- Three Play Yards for dogs
- Isolation Units for sick cats and dogs
- Modern animal housing
- Heated floors in kennel







# Washington Area Humane Society

## VOLUNTEER OPPORTUNITIES

- Kennel & Condo Cleaning & Feeding (16 and older\*)
- Cat Enrichment (13 and older\*)
- Children Under 13
- Community Service Hours (16 and older)
- Dog Walking & Enrichment (16 and older\*)
- Fosters (21 and older)
- Group Experiences
- Program & Development (18 and older)
- WAHS Ambassadors (18 and older)



\* Junior volunteers must be accompanied by a parent/guardian.

\* Cat Handling Junior Volunteers are 13-15 years old.

\* Dog Handling Junior Volunteers are 16-17 years old.





# KENNEL & CONDO CLEANING & FEEDING

- Some examples of jobs for Kennel & Condo Cleaning & Feeding are
  - Clean kennels and condos
  - Clean outside runs
  - Deep clean Play Yards
  - Deep clean Colony Rooms
  - Wash bowls and litter pans
  - Wash windows/walls in Kennel and Cat Department
  - Mop floors
  - Laundry
  - Organize donations and toys

CAT DEPARTMENT AGE

**13 & OLDER\***

KENNEL DEPARTMENT AGE

**16 & OLDER\***

\* PARENT/GUARDIAN REQUIRED WITH  
VOLUNTEERS IN THE CAT DEPARTMENT

**13-15 YEARS OLD**

\* PARENT/GUARDIAN REQUIRED WITH  
VOLUNTEERS IN THE KENNEL DEPARTMENT

**16-17 YEARS OLD**





# CAT ENRICHMENT

- WAHS' Cat Department has a Colony Room on the corner of the building where Cat Enrichment volunteers can spend time with cats.

A 15-minute Cat Handling Class is required for all volunteers to attend prior to volunteering directly with cats.

AGE

**13 & OLDER\***

\* PARENT/GUARDIAN REQUIRED  
WITH VOLUNTEERS

**13-15 YEARS OLD**







# CHILDREN UNDER 13



## READING TAILS

- On-site & virtual experiences
- Assists children in developing & improving their reading skills
- Helps the WAHS shelter animals by providing socialization & human interaction

*Required to be accompanied by a parent/guardian.*

## WAHS JUNIOR AMBASSADOR

- Membership program
- Children learn about proper animal care, safe handling, respect for animals, and more!





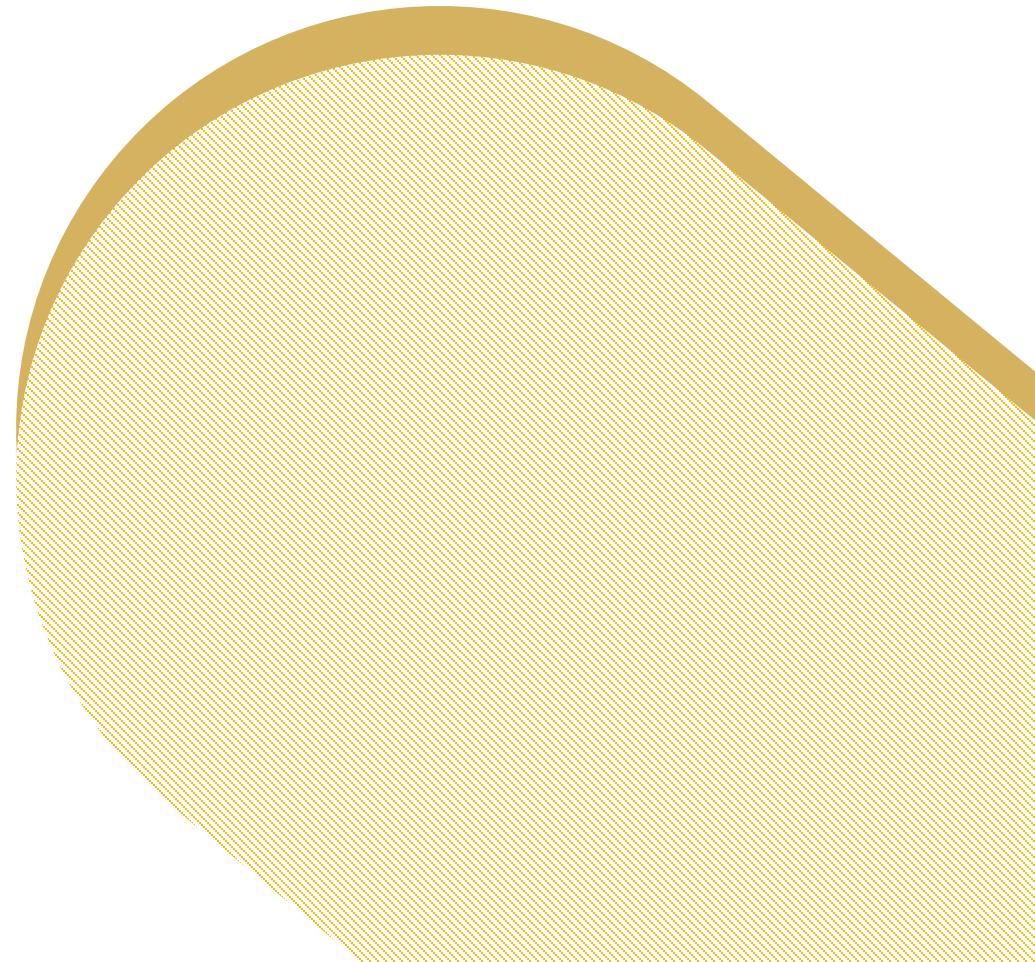
# COMMUNITY SERVICE HOURS



- Volunteers who need to complete Community Service Hours are welcome to come volunteer.

**Volunteers must be 16 or older. Parent/guardian is not required on-site, but we must have a signed consent.**

- This volunteer opportunity includes:
  - Organizing donations
  - Assisting with mailings or laundry
  - Deep cleaning Play Yards or Colony Rooms
  - Washing and mopping floors/walls in lobby



# DOG WALKING & ENRICHMENT

- WAHS has a large property for Dog Walking and a Community Room and 3 Play Yards for Dog Enrichment where volunteers can spend time with dogs.

A 1-hour Dog Handling Class is required for all volunteers to attend prior to directly volunteering with dogs.

AGE

**16 & OLDER\***

\* PARENT/GUARDIAN REQUIRED  
WITH VOLUNTEERS

**16-17 YEARS OLD**





# FOSTERING



Our foster families provide specialized support to the animals of the Washington Area Humane Society.

**Available to volunteers 21 & older.**

Foster opportunities include:

- Bottle baby kittens or puppies
- Mom cats or dogs with kittens or puppies
- Kittens or puppies
- Cats or dogs
- Senior cats or dogs
- Behavioral cats or dogs
- Hospice cats or dogs
- Medical cats or dogs
- Farm animals





# GROUP EXPERIENCES



Available to companies & organizations that want to volunteer with the WAHS.  
There are 3 different Group Experiences to choose from.





# PROGRAM & DEVELOPMENT



## DEVELOPMENT ASSISTANT

Assists Development Department

Volunteers 18 & older

Assists with mailings & other fundraising administrative work



## READING TAILS LEAD

Reading Program with the WAHS shelter animals

Volunteers 13 & older\*

\* Parent/Guardian required for volunteers 13-15 years old



## PET FOOD BANK LEAD

Occurs 3<sup>rd</sup> Saturday of Every Month

Volunteers 18 & older

Supplemental assistance program for low income members of Washington County

## SURGERY DAY ASSISTANT

Occurs various Wednesdays throughout the month

Volunteers 18 & older

Assists Vet Department on Surgery Days





# WAHS AMBASSADOR

The WAHS participates in many on and off-site events each year.

This opportunity is for volunteers 18 years and older.



## ON-SITE AMBASSADOR

- Greet customers & assist Front Desk
- Accept donations & thank donors
- Walk customers through public areas during walk-through hours
- Assist with administrative work



## OFF-SITE AMBASSADOR

- Be the face of the shelter!
- Run our booth
  - Set up/tear down
  - Distribute WAHS handouts
  - Answer questions regarding the WAHS
- Bring a WAHS animal
  - ***Requires an animal handling class***
  - Responsible for WAHS' animal transportation & well-being

# YOUR FIRST VISIT



## Before you arrive

- Log into your Volgistics Account and select Schedule.
- Choose a volunteer opportunity. **This is mandatory prior to volunteering.** No drop-ins are allowed.

## When you arrive

- Check in at the Volunteer Kiosk in the Volunteer Room.
- You will receive a personal PIN number to enter at the Volunteer Kiosk. *This is key because this is what tracks your volunteer hours as well as being at the WAHS.*

## What should I wear?

- Volunteers are required to wear a **Shelter Volunteer badge** when volunteering for the WAHS.
- Dog handling volunteers must also wear a **walkie talkie** on **Channel 7** to communicate with the Kennel Department.
- Cat handling volunteers must wear a grab a **pair of scratch proof gloves**.
- For safety reasons: no open-toed shoes, bathing suits, short shorts, or strapless tops.
- WAHS T-shirts are available to purchase at the Front Desk Tuesdays-Saturdays from 12-5 PM.





# COVID 19 PROTOCOLS

- The WAHS takes COVID 19 seriously by following the latest CDC guidelines.
- Volunteers are asked to stay home if they have
  - Symptoms of COVID 19
  - Been exposed to anyone who has tested positive for COVID 19
  - Tested positive for COVID 19





# OTHER POLICIES



## Drug Free Zone

- We are a drug free/smoke free facility including vaping.

## Restricted Areas

- The back hallway is for Staff Only unless you have permission.
- The Back Kennel is for Staff Only. This is where we house incoming dogs waiting to be seen by the Vet Department or moved to the adoption floor.
- The Incoming Cat Room is for Staff Only. This is where we house incoming cats waiting to be seen by the Vet Department or moved to the adoption floor.

## Equipment

- Outside equipment is restricted.
- All appropriate equipment is provided by the WAHS.

## Cell Phones

- Cell phones are considered a distraction when handling an animal. This can create an unsafe situation. Please use your cell phone when away from the animals.

## Social Media

- Volunteers are not permitted to take or post pictures, videos, or descriptions of WAHS animals on any electronic sites or in print materials.

