



all about animals

Volunteer Profile

Our volunteers support the All About Animals Rescue mission in a variety of ways. By filling out this form, you will help us put your skills to the best possible use. We also want to make sure that you become involved in areas that really interest you. We will keep the information on file confidential, and will fill positions as opportunities become available. We are eternally grateful for your participation. We couldn't do this without you.

Name _____ Date _____

Email _____ Phone _____

Address _____

Place of Employment _____ Are you 18 or older _____

Please take a moment to fill out this section by checking all that apply

Level 1 Volunteer Opportunities

Clinic Assistance:

- Highlight blank patient forms
- Open syringe casings
- Collect offsite donations
- Transport items between clinics
- Move heavy items

Community Outreach Assistance:

- Assist with offsite Saturday vaccination clinics - we will train. Typically available April, May, June, Sept, Oct.
- Distribute fliers through your neighborhood, stores, laundry mats, work place
- Share specific posts and events on social media forums

General Cleaning:

- Wipe down and disinfect desks, chairs, tables, door handles, ledges and walls
- Clean windows
- Sweep and mop floors
- Clean and sanitize kennel cages (Flint or Warren only)
- Clean, scrub, disinfect humane cat traps (Flint or Warren only)
- Clean the breakroom. Dishes/tables/sink/counter/floor/outside of refrigerator
- Wash and fold laundry (Flint or Warren only)
- Collect and take out garbage
- Fill paper towel, toilet paper and dog poop bag dispensers
- Down and dirty DEEP cleaning

Grounds Maintenance:

- Trash, litter, poop pick up on rescue property and parking lot
- Mow lawn (Flint or Warren only)
- Expert gardener? Watering, weeding and beautification (Flint or Warren only)

Foster:

- Provide a temporary home to adoptable animals. Medical needs/education provided. Anywhere from days to months

Level 1 Volunteer Opportunities Continued

Feral Cat Trap-Neuter-Return Support: Requirement: attend an AAAR in-person TNR class

- TNR Class: Sign in attendees, sign out traps, answer questions. One Sunday a month. (Warren only)
- Feral cat shelter building workshop assistance
- Advanced shelter building assistance: Experience needed with hot knife for styrofoam or circular saw for PVC pipe

Expert Feral Cat Trap-Neuter-Return Support: Requirement: attend an AAAR in-person TNR class

- Help others trap, or lead mass trapping efforts
- Mentor new TNR advocates
- Answer TNR questions by email/phone
- Help recover TNR cats at the clinic. Change out puppy pads, feed, secure traps and cover. (Flint or Warren only)
- Recover TNR cats after surgery at your home

Level 2 Volunteer Opportunities – Requirement: Volunteer Coordinator Approval

Clinic Support:

- Assist with early cat check out (6:15 am) or late check out with dogs (4 pm - 5 pm) (Flint or Warren only)
- Assist with early morning check in (7:45 am - 9:30 am) Lifting involved. (Flint or Warren only)
- Feed resident cats, clean litterboxes, brush, play, socialize (Warren only)
- Walk dogs (Flint or Warren only)
- Answer phones
- Return messages
- Make appointment reminder phone calls
- Wash surgical instruments (Flint or Warren only)
- Wrap surgical instruments (Flint or Warren only)

Fundraising Support: Do you have a willingness to ask? Passionate about animal welfare? Good listener?

- Solicit new items for fundraising auctions
- Solicit sponsors for events
- Assist with general fundraising tasks

Special Volunteer Skills Sought:

- Professional Photographer; pets and events
- Graphic Designer (Canva preferred)
- Videographer
- Copy Writer
- Copy Editor
- Emcee, DJ or Entertainer _____
- Veterinary Technician
- Plumber
- Handyperson

Have special skills/passions/experience not listed? We'd love to know! Please summarize here:

What is your availability?

Additional comments?



ALL ABOUT ANIMALS RESCUE

23451 Pinewood Street

Warren, MI 48091

Phone: 586-435-1745, Fax 586-933-2565

501(c)(3) Non-Profit organization

Tax I.D. # 20-3006686

No More Homeless Pets!

all about
animals

Volunteer Contract and Code of Conduct

Welcome to AAAR! The concern and love for animals that led to your generous offer to share your time and talents with us is greatly appreciated. We can't carry out our mission without help from folks like you!

AAAR reserves the right to change or terminate this contract at any time without notice. Please ask any questions you have about this document when you sign it.

As an AAAR volunteer, I, _____, agree to:

- ❁ Support the mission, goals and efforts of All About Animals Rescue with a positive attitude.
- ❁ Commit to volunteering for a minimum period of 20 hours. (Term is not applicable for special events and TNR volunteers.)
- ❁ Perform my duties as assigned and directed by my shift supervisor or a staff member and approach my volunteer job responsibilities with professionalism.
- ❁ Provide appropriate notice of unavoidable absence or lateness. **Not showing for your agreed upon volunteer shift is grounds for dismissal from volunteering.**
- ❁ Report to my volunteer job physically and mentally fit for duty. AAAR is a drug-free, alcohol-free and smoke-free workplace.
- ❁ Treat all animals with respect and kindness.
- ❁ Observe all safety and security rules in the performance of my volunteer job duties. Report all accidents, injuries, fire, theft, or unusual incidents immediately after occurrence or discovery.
- ❁ Maintain and safeguard the confidentiality of all business, donor, employee, volunteer, and animal records, credit and financial information and/or any information relating to the operation of the agency that is not known or readily accessible to the public.
- ❁ Avoid engaging in any conduct that is or could be perceived as a conflict of interest. Refrain from using AAAR property, services or supplies for personal reasons unless given prior permission by the appropriate staff member.
- ❁ Never physically or verbally attack or abuse a staff member, board member, other volunteer, client or animal. Such abuse will result in termination of volunteering.
- ❁ Promote goodwill by handling contacts with staff, board members, other volunteers, clients, and visitors in a spirit of courtesy and cooperation.
- ❁ Deal fairly with all AAAR co-workers, supervisors, customers, visitors, volunteers, board members, etc., without regard to their gender, race, ethnicity, religion, creed, age, sexual orientation, marital status, national origin, ancestry, citizenship, military status, veteran status, handicap, or disability.

Volunteer Contract and Code of Conduct p 2.

- 🐾 Contact the Volunteer Coordinator immediately if I feel discriminated against or harassed by someone in connection with my volunteering.
- 🐾 Correct, whenever possible, misleading or inaccurate information and representations made by others concerning AAAR policies, practices, and procedures, or bring such issues to a staff member's attention.
- 🐾 Contact the Volunteer Coordinator if I have any questions or concerns about the AAAR's policies, procedures, interpersonal communications or my volunteer responsibilities.
- 🐾 In order to remain in good standing, I understand I am required to consistently adhere to the Volunteer Code of Conduct.

I, _____, have read and understand this contract, and do hereby agree to its terms. I am devoting my time to the AAAR on a purely voluntary basis and primarily for my own benefit.

I, _____, I recognize that in handling animals and performing other volunteer task, there exists a risk of injury including physical harm caused by the animals. On behalf of myself, my heirs, personal representatives, and executors, I hereby release, discharge indemnify, and hold harmless AAAR, its agents, servants, and employees from any and all claims, causes of action, or demands, of any nature or cause, including costs and attorney's fees incurred, or sustained by me in any way connected with my services for AAAR, including, but not limited to, animal bites, scratches, accidents, or injuries.

I agree to release, discharge, indemnify, and hold the AAAR harmless for any and all damage or loss to my personal property while performing my volunteer services for the AAAR in a voluntary capacity.

Volunteer's Signature

Date

Parent/Guardian's Signature
(if volunteer is under age 18)

Date



23451 Pinewood, Warren, MI 48091
Phone: 586-435-1745, Fax 586-933-2565

VOLUNTEER RELEASE AND WAIVER OF LIABILITY AND INDEMNITY AGREEMENT

(READ CAREFULLY BEFORE SIGNING)

Section 1: PLEASE CHECK ONE:

FOR ADULTS - The undersigned represents and warrants that he or she is the age of eighteen years or older and has the legal right to execute this agreement. The undersigned for himself or herself and his or her personal representatives, assigns, executors, heirs, and next of kin (collectively, the "Undersigned") acknowledge that the Undersigned will be performing volunteer services for All About Animals Rescue, a Michigan non-profit organization and further understand that certain risks and dangers may be associated with such volunteer services.

FOR MINORS - The undersigned is the parent or legal guardian of _____ ("Child"). The undersigned further represents and warrants that he or she is over the age of twenty-one years and has the legal right to execute this agreement on behalf of the Child. The undersigned for himself or herself and on behalf of the Child and each of their respective personal representatives, assigns, executors, heirs, and next of kin (collectively, the "Undersigned") acknowledge that the Child will be performing volunteer services for All About Animals Rescue, a Michigan non-profit organization and further understand that certain risks and dangers may be associated with such volunteer services. The Undersigned further acknowledges that the Child is participating in the volunteer services for educational purposes and benefit to the Child.

Section 2: APPLIES TO ALL UNDERSIGNED

The Undersigned voluntarily and knowingly signs this Volunteer Release and Waiver of Liability and Indemnity Agreement (this "Agreement") with the express understanding of waiving and releasing, and does hereby waive, release and discharge all rights, claims or cause of action involving, without limitation, for bodily injury, death or property damage (including, but not limited to, with respect to the Child, as applicable) or otherwise, while the Undersigned (or the Child, as applicable) is engaged, directly or indirectly, in such volunteer services, whether caused by the negligence or fault of any kind or nature of All About Animals

Rescue or its officers, directors, agents, employees, representatives, members, volunteers or otherwise.

The Undersigned assumes full responsibility for and risk of any such claims, causes of action, injuries, death or damage and covenants not to sue All About Animals Rescue, any officer, director, agent, employee, representative, member or volunteer or otherwise with respect to any and all rights, claims or causes of action released herein.

Further, the Undersigned shall indemnify, defend, and hold harmless All About Animals Rescue and its officers, directors, agents, employees, representatives, members and volunteers, whether individually or jointly (“Indemnitees”) from and against any and all liability, damage, loss, cost, and expense incurred or that may be incurred due in any manner or degree to the engagement of the Undersigned in the volunteer activities including, but not limited to, as result of, relating to or arising from any claim, demand, or cause of action for bodily injury, death or property damage whether caused by the negligence or fault of any kind or nature on the part of the Indemnitees or otherwise.

The undersigned agrees that this Agreement extends to all acts of negligence or fault of any kind or nature on the part of the Indemnitees (and to claims based upon any theory of liability, including, but not limited to strict liability) and is intended to be as broad and inclusive as is permitted by applicable law and that if any portion hereof is declared to be void or unenforceable, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

THE UNDERSIGNED HAS READ AND VOLUNTARILY SIGNS THIS AGREEMENT AND DOES SO VOLUNTARILY AND WITH THE UNDERSTANDING OF THE PROVISIONS CONTAINED HEREIN.

For Adults: Name of Volunteer:	
For Minors: Name of Parent/Guardian:	
Address City, State, Zip Code	
Phone:	Cell Phone:
Email:	
Signature of Undersigned:	Date:
AAAR Signature:	Date:
Child’s Signature (if Child is 16 or older):	