

Thank you for Volunteering to be part of The Lincoln County Humane Society.

Our mission is to find loving and safe homes for the shelter animals and to assure good health and well-being while in our care. A walk is an opportunity to socialize with the animals and help them learn good behaviors that increase the likelihood of adoption. Snuggles with cats help them learn trust and social skills necessary for adoption.

Important Procedures and Safety Tips

- Be respectful of the staff and follow any directions they may give. Upon arrival, ask staff what dogs or cats need attention the most.
- If you don't know what to do, just ask. Common tasks are walking dogs, cuddling cats, folding laundry, bathing animals, sweeping floors, cleaning glass windows, filling dog Kongs with treats, scooping out the outdoor pins, even helping in the Resale Shop.
- Always keep animals under control. If a dog is too strong for you or difficult to control, please don't risk injury to you or the animal.
- Safety is always first. Any animal has the potential to act aggressively if it feels threatened. Dogs that are allowed to get into fights may be labeled aggressive and become un-adoptable.
- Dogs should be kept 6 feet apart. Sniffing noses is a way they may spread bacteria or viruses.
- Use back doors when coming and going with dogs. Coming through the front office is disruptive to animals that are being processed for intake or adoption. Close gates behind you.
- If a dog poops during a walk, pick it up. Rolls of bags are available in the back hallway cabinet.
- Sanitize hands between each animal encounter. If dog kennels are soiled, please clean it. There are cleaning supplies, pooper scooper, mop, towels, trash can and window cleaner in the dog kitchen as well as the small dog room. If you mop, leave kennel floors dry to prevent slip injuries to dogs.
- If cat kennels are soiled supplies are available by the cat kitchen.
- After using any supplies, please make sure they are returned to the same spot they came from.
- There is a whiteboard by the back door. After a dog has been walked note the time in minutes by their name.
- Upon returning animals to their kennels make sure water bowls are full.
- Sign the volunteer sheet OR the RSVP book (if you are over 55 and an RSVP member) when you finish. Your recorded hours help secure funding for the shelter.
- With staff approval, some dogs may be "checked out" for walks in Midtown, hiking, or overnight fostering.

I have read the Volunteer Procedures Form and agree to follow the instructions.

Printed Name _____

Date _____

Signature _____

