

McKamey Animal Care and Adoption Center
Volunteer Job Description

Title: Animal Care Specialist (Dog)

Major Objective: To assist in providing care to dogs in puppy adoption room, dog adoption areas, real life rooms, featured dog areas

Responsibilities:

- 🐾 Clean kennels, real life rooms, and featured dog areas to maintain sanitation and health of the animals
- 🐾 Exercise, socialize, and water the dogs in the adoption areas
- 🐾 Assist staff with duties such as cleaning windows, floors, shredding and sorting paper, washing dishes, etc.
- 🐾 Greet all visitors to their area and direct visitors to appropriate animal adoption areas
- 🐾 Scoop poop in all yards
- 🐾 Do laundry as needed

Qualifications:

- 🐾 Ability and desire to handle and work with dogs
- 🐾 Good communication and listening skills
- 🐾 Willingness to maintain sanitation of animal areas
- 🐾 Ability to work independently

Training:

- 🐾 Attend orientation program
- 🐾 Successful completion of Classes 1 & 2
- 🐾 On-the-job training from experienced kennel staff or volunteer
- 🐾 Read and understand Center policies on animal handling and safety

Time and Place:

Scheduled shifts during Center's hours of operation

Commitment:

- 🐾 Minimum of two four-hour shifts per month
- 🐾 Six month minimum

Supervision:

Direct supervision by the McKamey Animal Care and Adoption Center staff