

THE KANSAS HUMANE SOCIETY is one of the oldest non-profit organizations in the Wichita area. Every year 22,000 animals are turned in or abandoned at our shelter.

COMMUNITY support is essential to the Kansas Humane Society. We receive no financial support from the city, county, state, or United Way – we depend almost entirely on private contributions to operate our shelter and provide community services.

CURRENTLY over 500 volunteers are involved in programs at the Kansas Humane Society of Wichita, Kansas.

VOLUNTEER tasks range from socializing animals to working with potential adopters.

CHILDREN are welcome, ages 9 and up, to volunteer with a parent or guardian. Any volunteer under the age of 18 must be with an adult at all times.

IF you love animals please read on about our many exciting volunteer opportunities and sign up to join this vital team.



VOLUNTEER
WITH THE KANSAS HUMANE SOCIETY

Dear Friend,

Thank you for your interest in volunteering for the Kansas Humane Society. Volunteers make a tremendous difference for our agency and the animals we serve.

We require that our volunteers attend an orientation session, animal handling session and a follow-up meeting before beginning volunteer work. The upcoming orientation schedule is attached. During your orientation session, you will be advised of your animal handling session date. This is usually within one to two weeks of the orientation session.

We welcome children, age 9 to 17 years of age, to volunteer but they must be accompanied by an adult at all times. If you are a parent/child team interested in volunteering, please complete a volunteer application for you and for the interested child.

Please take time to look over the contents of this packet, complete the application(s) and return at your earliest convenience. Orientation sessions are limited in size. Be sure to include the bottom portion of the orientation schedule with your application. You will be notified if the session you wanted to attend is already full. Otherwise, we will see you on your chosen date.

Thank you again for your interest and for taking the time to tell us about yourself. We look forward to meeting you!

Sincerely,

Dayna Boso
Director of Volunteers
dboso@kshumane.org
316-220-8710

Admissions Support

Provide clerical support and stock supplies for the Admissions Department. This helps keep the intake process organized and efficient for staff and customers.

Adoption Support

Assist adoption staff by providing customer service and clerical support. This helps keep the adoption process organized and efficient for staff and customers.

Adoption Counselor (Volunteer)

Assist Adoption staff by providing customer service and adopter education. This ensures that the pet selection and adoption process is enjoyable and effortless for customers.

Behavior Modification (B-Mod)

Work with animals with behavioral problems that range from food guarding to extreme fear, and attempt to modify those behaviors so that the animal may safely be placed for adoption. This very important volunteer position directly helps to increase the number of lives saved.

Cat Socializing

Make sure that the cats and kittens at the Kansas Humane Society receive personal attention and exercise daily. This helps our feline residents stay mentally and physically healthy, and improves their chances for adoption.

Dog Walking

Make sure that the dogs and puppies at the Kansas Humane Society receive personal attention and exercise daily. This helps our canine residents stay mentally and physically healthy, and improves their chances for adoption.

Enrichment

Carry out a regularly scheduled enrichment program for the animals in our care. These stress-relieving activities directly contribute to helping shelter pets stay physically and mentally healthy while waiting for adoption.

TAG (Transport Animal Group)

To transport KHS animals to Rescue Organizations. This helps increase the number of lives saved and decrease euthanasia.

Showcasing Volunteer

Take KHS animals to pre-determined locations/events for extra exposure to increase their chances of adoption. Showcasing is great for families with children ages 9 and up, but is fun for adults too!

Small Mammal Room Support

Provide rabbits, guinea pigs, hamsters, ferrets, rats, gerbils, or any other animals present in the small mammal room with personal attention and exercise daily. This helps our small animals stay mentally and physically healthy and improves their chances of being adopted.

Special Events

Be a part of the overall effort that it takes to have a special event. Some examples are Woofstock, Pennies from Heaven, Santa Claws, and other fundraising events that occur throughout the year.

Special Training and Reinforcement (STAR)

Increase the adoptability of KHS canines by teaching them basic commands and kennel manners using positive reinforcement.

Website

Create high quality, appealing photos and written descriptions of adoptable pets at the KHS and post this material on our website. This increases the pet's chances for adoption, and allows customers who are not comfortable visiting the facility search for adoptable animals online.

Woofstock

Woofstock is held on the first Saturday in October and is the biggest outdoor dog festival in the Midwest. Be a part of the overall effort that it takes to make this event happen.

Spay/Neuter Clinic: Clinic Support

Help in the spay/neuter clinic with minimal animal handling. Tasks include: open newspapers, open syringes, prepare microchips, scrub & wrap surgical packs, clean cages, set up cages.

Spay/Neuter Clinic: Surgical Support

Help in the spay/neuter clinic. This position does not require previous veterinary nursing experience. Clinic Spay / Neuter team will teach. Recommend eagerness to engage and have hands on caring for the animals. Tasks may include: Learn about sterile fields, open packs, gowns and suture, scrub and wrap packs, surgical preparation of patients (shave hair, express bladder, tattoo, surgical scrub), recover patients (includes close patient monitoring, clipping nails, cleaning ears, minor grooming, minor wound care), monitor patients once returned to their post-op cage, clean cages, and move patients to appropriate loft once recovered.

Spay/Neuter Clinic: Treatment Tech Support

Assist the Treatment Technician with their duties: observation of city kitties, learn about disease transmission and practice methods used to prevent disease spread, patient restraint for examination or treatment, administer medications, clean & disinfect cages/runs, inventory, stocking supplies.

General Office/Development Dept Data Entry

Assist the Development Department team by providing clerical support.

Data Entry Assessment/Admissions

Assist the Assessment team by providing clerical support. This helps keep the evaluation process organized and efficient for staff members and effectively move animals through the shelter process.

K9 Adopt Me

The K9 Adopt Me Volunteer showcases animals from the Kansas Humane Society at PetSmart locations. These volunteers will be adopting animals directly from PetSmart stores.

Grooming Volunteer

Bathe and/or groom animals that are available for adoption for hygiene and appearance purposes. Bathing animals helps to prevent the spread of disease and also increases their chances of being visited by potential adopters.

Foster Parent

To help animals that may be unprepared to be placed for adoption. Participants in the program help raise the standard of health in animals up for adoption, ensure that all puppies and kittens have reached the proper level of maturity before being placed up for adoption, and increase the adoptability of animals by determining their behavioral traits and prior training.

Housekeeping

Help staff provide safe, humane and thorough care for animals housed at the Kansas Humane Society. This helps to keep our animals healthy and happy and improves their chances for adoption.

Kennel Staff Support

Help staff to provide safe, humane, and thorough care for animals housed at the Kansas Humane Society. This helps keep our animals healthy and happy, and improves their chances for adoption.

Kitty Courier (PetSmart East and West)

Taking cats to PetSmart for adoption opens valuable floor space at the Kansas Humane Society for other adoptable cats. You will help reduce euthanasia of healthy adoptable cats by transporting these animals to the appropriate PetSmart location.

Project Companionship

Take shelter animals to visit residents of care homes, retirement centers or other types of care facilities. This enhances the lives of shelter animals and the lives of people in these facilities who may not have regular interaction with pets.

** For more complete descriptions on volunteer opportunities visit www.kshumane.org*

Please complete this application form if you are interested in becoming a Kansas Humane Society volunteer. Once you complete the form please return **only pages 1-4** to the front desk in the adoption lobby at KHS or mail to Dayna Boso at 3313 N. Hillside, Wichita, KS, 67219.

Personal Information

If you are under age **18** you must be accompanied on volunteer activities with an adult. A separate application is necessary for that adult

First Name: _____ Last Name: _____

Street Address: _____

City/State/Zip: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ Email Address: _____

Birth Date: _____ (mm/dd/yy) Gender: Male _____ Female _____

Marital Status: Married _____ Single _____ Other _____

Employer: _____ Title: _____

Would you like to receive email? Yes/No Newsletters? Yes/No Recruitment Appeals? Yes/No

Have you volunteered for other agencies? Please list:

Emergency Contact Information

First Name: _____ Last Name: _____

Street Address: _____

City/State/Zip: _____

Home Phone: _____ Work Phone: _____ Cell phone: _____

If you are applying with a child under 18 years of age, please give the name of the child:

Skills

Please review the list of skills below and check all that apply.

- | | | |
|-----------------------------------------------------|-------------------------------------------------|--------------------------------------------|
| <input type="checkbox"/> Animal behavior | <input type="checkbox"/> Grooming | <input type="checkbox"/> Organized |
| <input type="checkbox"/> Art/Design | <input type="checkbox"/> Information Technology | <input type="checkbox"/> Other |
| <input type="checkbox"/> Customer Service/Telephone | <input type="checkbox"/> Maintenance | <input type="checkbox"/> Photography/Video |
| <input type="checkbox"/> Education | <input type="checkbox"/> Medical | <input type="checkbox"/> Public Speaking |
| <input type="checkbox"/> Fundraising | <input type="checkbox"/> Office/Admin | <input type="checkbox"/> Research |

Do you have any skills, training or experience in pet care or animal welfare, please explain:

Availability

Volunteer hours are Monday-Saturday 8:00 am-6:30 pm and Sunday from 8:00 am-5:00 pm.

Please review the schedule below and check all days and times you are available for volunteering.

- Sunday: a.m. _____ p.m. _____
- Monday: a.m. _____ p.m. _____
- Tuesday: a.m. _____ p.m. _____
- Wednesday: a.m. _____ p.m. _____
- Thursday: a.m. _____ p.m. _____
- Friday: a.m. _____ p.m. _____
- Saturday: a.m. _____ p.m. _____

Please include any additional information about your skills, background and experience that is applicable:

Volunteer Preferences

Please identify which animals you are comfortable working with: Dogs Cats Small Mammals

Do you have pets now? Yes No

Have you ever adopted from KHS? Yes No

Do you enjoy working alone? Yes No

Do you enjoy working with others? Yes No

Volunteer Opportunities

Please select the top 3 volunteer positions you have an interest in:

- | | | |
|------------------------------------------------------------------------|-------------------------------------------------|-------------------------------------------------------------|
| <input type="checkbox"/> Admissions Coordinator | <input type="checkbox"/> Dog Walking | <input type="checkbox"/> Retail Store Clerk |
| <input type="checkbox"/> Admissions Support | <input type="checkbox"/> Enrichment | <input type="checkbox"/> Small Mammal Room |
| <input type="checkbox"/> Adoption Coordinator | <input type="checkbox"/> Foster Parent | <input type="checkbox"/> Spay/Neuter Clinic |
| <input type="checkbox"/> Adoption Support | <input type="checkbox"/> Grooming Volunteer | <input type="checkbox"/> Special Events |
| <input type="checkbox"/> Adoption Volunteer Counselor | <input type="checkbox"/> Housekeeping | <input type="checkbox"/> Special Projects |
| <input type="checkbox"/> Bather | <input type="checkbox"/> K9 Adopt Me PetSmart | <input type="checkbox"/> Special Training and Reinforcement |
| <input type="checkbox"/> Behavior Modification | <input type="checkbox"/> Kennel Staff Support | <input type="checkbox"/> 'STAR' (Canine Trainer) |
| <input type="checkbox"/> Cat Socializer | <input type="checkbox"/> Kitty Courier PetSmart | <input type="checkbox"/> Showcasing (NOT PetSmart) |
| <input type="checkbox"/> Data Entry/Admin: Business Office | <input type="checkbox"/> Other/Misc. | <input type="checkbox"/> TAG - Transport Animal Group |
| <input type="checkbox"/> Data Entry:Assessment/
Admissions/Adoption | <input type="checkbox"/> Project Companionship | <input type="checkbox"/> Website (Digital Photos) |
| | <input type="checkbox"/> Publicity | <input type="checkbox"/> Woofstock Special Event |
| | | <input type="checkbox"/> Youth Education |

Q&A

What interested you in volunteering for KHS?

Do you have any physical or psychological limitations (i.e. back injuries, heart condition, allergies) that might prevent your participation in some activities? If yes, please explain:

Are your pets spayed/neutered? Yes No

What are your thoughts on euthanasia? (Volunteers do not participate in this area)

Are you a member of any animal welfare organization? If yes, please list:

Have you ever been convicted of a felony? If yes, please explain: Conviction does not necessarily disqualify you from volunteering. We may conduct a background check. If you have not provided complete or truthful information your application may be rejected or your volunteer service terminated.

As a Kansas Humane Society volunteer, you will be required to abide by the terms of a volunteer contract. The agreement below describes what KHS will expect of you, and what you can expect of KHS.

If accepted as a KHS volunteer, my signature below indicates that I understand and agree to the following:

I will abide by and support all KHS policies and procedures.

I agree to be supervised by the Director of Volunteers, or designee, and will directly report any problems that arise to the Director of Volunteers.

I agree that KHS may photograph my participation in this program and hereby release these photos to KHS for use in program or publicity purposes.

I will keep private and confidential all information that I acquire during the course of my volunteer service.

I agree to work for a minimum of six hours per month for at least six months, unless I am terminated from the program. If I am unable to fulfill my regularly scheduled hours, I will provide advance notice to my supervisor and arrange rescheduling.

I authorize the Kansas Humane Society to seek emergency medical treatment in case of accident, injury or illness. I understand that if I am injured while acting as an unpaid member of the volunteer staff, I am not covered by Kansas worker's compensation law.

I hereby certify that all entries on this application are true and complete. I understand any falsification of this information may cause forfeiture of my volunteer service with the Kansas Humane Society.

Signature _____

Date _____

Please print your name _____

***Thank you for your interest in volunteering with the Kansas Humane Society.
You are helping create a better world for animals.***

