
Volunteer Agreement

Thank you for your interest in becoming a volunteer. To ensure that you enjoy a rewarding volunteer experience and that you understand what is expected of you, please read the following Volunteer Agreement. We appreciate you giving your valuable time to help our animals.

Volunteer Rules

As a volunteer of Open Door Animal Sanctuary (ODAS), I agree:

- That I am at least 16 years old, or if I am 13-15 years old (Younger Volunteer), I will be supervised by an adult who is 21 or older, at all times; volunteers of any age, for any reason, may require adult supervision if requested by the Volunteer Coordinator or other manager
- To never strike an animal or treat an animal in such way it would be construed as rough or abusive; I will always exercise compassion and care with the animals
- To handle only the animals that are assigned to me and understand that I am not permitted to enter quarantine areas
- To donate my services to ODAS without contemplation of compensation or future employment
- To carry out my assignments in accordance with ODAS instructions, and seek assistance from the Volunteer Coordinator to answer any questions about my assignment
- To notify the Volunteer Coordinator if I have any health condition that might aggravate or adversely affect my volunteer assignment
- To limit my activity to my assigned work area unless otherwise directed by the Volunteer Coordinator or other manager
- To report any problems, concerns, conflicts or suggestions related to my assigned activity to the Volunteer Coordinator or other manager
- To adhere to all ODAS policies and procedures and comply with all shelter signage
- To notify the Volunteer Coordinator if I choose to discontinue my volunteer service
- To park on the back parking lot, when available
- To dress appropriately and maintain a well-groomed appearance; volunteers are required to wear comfortable clothing that covers the body, proper shoes must be worn at all times. Flip flops, sandals and slip-soled shoes are not permitted in the dog kennel area.

Dog Specific Volunteer Rules

When working directly with dogs, I agree:

- To attend orientation/ training before working with the dogs
- To not use a cell phone, text message, smoke, carry a beverage, listen to music or wear headphones while walking dogs
- To wear assigned safety clothing and appropriate shoes at all times while working in the kennels or walking dogs. Flip flops, sandals and slip-soled shoes are not permitted
- To always pull the dog I am walking to my left side when other dogs or vehicles are passing on the street or parking lot
- To not allow dogs to jump on vehicles, urinate on vehicle tires, air conditioner units or other ODAS property
- As a parent or guardian accompanying a Younger Volunteer ages 13-15, not to walk a dog while supervising the younger volunteer who is walking a dog and to assist the Younger Volunteer in leashing the dog and to monitor and ensure the Younger Volunteer's compliance ODAS policies and procedures



Volunteer Agreement

When a volunteer's performance is questioned, it will be necessary to have a discussion with the volunteer about performance issues, unsatisfactory behavior or violation of ODAS policies or procedures. Depending on the situation, certain options may include but are not limited to:

- Specific improvements may be agreed upon
- Additional training may be necessary
- Reassignment of activities
- Dismissal or resignation of the volunteer

Basis for immediate dismissal includes but is not limited to:

- Rough or abusive treatment of any animal
- Any type of harassment
- Violation of any law or regulation, including: carrying a concealed weapon, fighting or attempting bodily injury to oneself or others, drunkenness, use or possession of illegal drugs, stealing or malicious mischief
- Willful misuse, damage or gross negligent conduct in care and use of ODAS property
- Refusal to perform assigned activities, use of profane or abusive language, improper dress

Volunteer Release

I acknowledge that I have read and fully understand the terms and conditions of the Volunteer Agreement.

I hereby agree to accept a position as a volunteer for Open Door Animal Sanctuary (ODAS) and in doing so; I agree to comply with the terms and conditions of the Volunteer Agreement and with the policies, rules and regulations that may be established from time to time by ODAS. I understand that failure to do so may result in my immediate termination as a volunteer.

I recognize that in handling animals and performing other volunteer tasks, there exists a risk of injury, including personal physical harm caused by animals and I am willing to accept these risks in order to participate in the ODAS volunteer program.

I understand that ODAS may take photographs and audio or video recordings during the course of my volunteer service and I hereby release and waive any and all copyright claims I have to such property, acknowledgment that such photographs or recordings are the property of ODAS, and consent to the use of such property in the furtherance of the goals of ODAS, as determined by its officers, agents, employees, or directors.

I understand the health and physical condition requirements necessary to perform the activities for which I am volunteering and certify that I have no medical condition or physical limitation that would create a danger to myself or others in the performance thereof.

On behalf of myself, my heirs, personal representatives and executors, I hereby release, discharge, indemnify and hold harmless ODAS, its officers, directors, agents, servants and employees from any and all claims, causes of actions or demands, of any nature or cause connected with my volunteer services based on damages or injuries that may be incurred or sustained by me in any way. I further agree to release and indemnify ODAS, its officers, directors, agents, servants and employees from any and all claims, causes of action or demands based on damages or injuries incurred or sustained by me or others as a result of my failure to comply with the terms of this Volunteer Agreement or the policies, procedures, and instructions of ODAS. Such damages might include, but are not limited to animal bites, animal scratches, accidents, injuries and damage to personal property.



Volunteer Agreement

I acknowledge that as a Volunteer I am not an agent for ODAS, its officers, board of directors, or employees, and I have no authority to bind the foregoing. The scope of my volunteer service is expressly limited to those activities identified in this Volunteer Agreement, and I am not authorized to engage in, and agree to refrain from, any activities not expressly permitted by ODAS.

I understand that ODAS or myself, without notice or hearing, may terminate my volunteer position at any time, for any reason, with or without cause.

PLEASE CLEARLY PRINT NAME ABOVE

Signature of Volunteer

Date

For Volunteers under 16 years of age, list date of birth_____

Signature of Parent or Legal Guardian (for Volunteers under 18 years of age)

Date

Signature of Open Door Animal Sanctuary Representative

Date