



**MISSION VIEJO**  
ANIMAL SERVICES



**OLUNTEER**

**MV**

# Lend a hand for a Paw. Become a volunteer!

## Mission Viejo Animal Services Volunteer Program

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### **MISSION:**

Provide the best care, cause no unnecessary harm and implement programs that promote positive human-animal relationships.

### **VISION:**

Contributes to creating healthy communities by exemplifying and promoting ethical animal care.

Since 1992, The Mission Viejo Animal Services Center has provided thousands of animals in our community with the very best care and treatment. We are a pro-humane facility that cares for homeless animals until they can be reunited with their owner or placed in a new permanent home.

None of this could be accomplished without our compassionate and dedicated volunteers. Volunteers work side by side with our staff caring for our animals and helping with education and outreach to the community.

We can always use more help! How great would it feel to help a family find it's perfect match? Or, work a special event that raised funds for the pets in our care? There are so many ways you can help as a volunteer – from getting down and dirty with the pets, greeting visitors, help keep our shelter looking tip top, doing clerical work in our office or through community engagement.

We appreciate every hour!

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### Requirements to become a volunteer:

- Be at least 18 years of age.
  - Be able to meet the attendance and scheduling requirements for the chosen assignment and commit to a year term if interested in direct animal care.
  - Complete all required training prior to starting volunteer service.
  - Have regular access to the Internet and an email account.
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All new volunteers begin at the Bunny Level as described in our volunteer pathway below. In order to advance to the other levels, volunteers must complete the required pre requisite.



## MUT (Maintenance Upkeep Team)

**Position Description:** Assist shelter staff with light maintenance and general upkeep of shelter facilities and grounds. Duties could include trimming vegetation, painting, raking, sweeping, cleaning and organizing.

**Qualifications:** Ability to work outdoors while standing, reaching, pulling, pushing and knowledge of use of hand tools, and garden tools. Must possess good verbal and communication skills.

**Commitment:** This position is available for one-time service projects as well as on going volunteer service.

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## Animal Services Ambassador

**Position Description:** This position can function in two ways, one being working with staff at regional outreach events, greeters work onsite at the animal services center.

Both positions assist in education and informing members of the public about issues related to animal care and center services.

**Qualifications:** Customer service skills, patience, adapts adroitly to changing circumstances, energy and enthusiasm and a passion all things animal.

**Commitment:** 8 hour monthly minimum

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## Pet Pantry Volunteer

**Position Description:** Reaches out to local organizations and determines if they have a need. Sorts and stores donations, and arranges for pickup or delivery.

**Qualifications:** Ability to work independently. Position may include twisting, standing, lifting, reaching, pulling, pushing for long periods of time.

**Commitment:** Varied

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## H.O.W.L. (Helping Our Wildlife Locally) Volunteer

**Position Description:** Assist shelter field staff with special local wildlife projects and education outreach. Duties could include survey projects, auditing and record keeping.

**Qualifications:** Enthusiastic about helping local wildlife. Ability to work outdoors, may include walking for extended periods of time or hiking. Must possess good verbal and communication skills.

**Commitment:** Varied. Volunteer may be contacted to help with requests from partner groups or organizations.

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Ready to volunteer?

Submit an online application – once your application receives preliminary approval, you will receive an email with an invitation to attend an interview.

If your application is approved after your interview, you'll be invited to register for an upcoming volunteer orientation.

After you complete your new volunteer orientation you can expect a welcome email with information regarding your training session.