

# Veterinary Volunteer Program

## Program Description:

Tallahassee Animal Service Center (ASC) is a regional animal shelter, owned by the City of Tallahassee, serving the surrounding community. Our facility is an open-admission facility and took in over 8,000 animals in 2011. The Veterinary Team (one full-time veterinarian and two full-time veterinary technicians) deals with the issues of overpopulation, stray and abandoned animals, population medicine (over 400 animals on site daily), and animal neglect on a daily basis. The staff veterinarian and veterinary technicians assess and treat all sick and injured animals that enter the facility. In addition to the urgent and emergent medical care provided to the animals, the Veterinary Team is responsible for surgical sterilization of all adoptable animals. The Animal Care Specialists assess all animals to determine if they are suitable for adoption and/or foster placement. If an animal is selected for adoption or foster, the animal is tested for heartworm(dogs) or FeLV/FIV(cats), vaccinated, dewormed and scheduled for surgical sterilization. Surgery is performed on-site in our new surgical suite. Surgery is generally performed 4 or 5 days a week, depending on the number of animals needing surgery and on the other demanding aspects of our job.



Veterinary Volunteers will primarily be involved in our surgery program. Primary duties include surgical pack sterilization and preparation, laundering the surgical linens, assisting with patient preparation for and recovery from surgery. Other duties may include assisting with animal exams, diagnostics and treatments. Due to the nature of shelter medicine, the exact activities will vary by season.

Veterinary Volunteers are asked to commit to a regular schedule of at least 2 hours per week; most Veterinary Volunteers come for 4 to 6 hours once a week. Scrubs should be worn when working in the surgery suite; otherwise, neat clothing that you don't mind getting dirty can be worn for all other activities. Comfortable, close-toed shoes are a must.

## Eligibility for the Veterinary Volunteer Program:

All Veterinary Volunteers must be at least 18 years of age to participate. All individuals are welcome to apply; however, preference will be given to pre-veterinary students and individuals with experience working or volunteering in a veterinary hospital or animal shelter.

## How to Apply:

Individuals wishing to participate in the Veterinary Volunteer Program must complete a standard Volunteer Application (found online at <http://www.talgov.com/animals>) in addition to the Veterinary Volunteer Program Application. Both applications should be submitted to the Volunteer Coordinator at the address on the bottom of this flyer. If selected for the Program, individuals must attend the following training sessions: (a) New Volunteer Orientation; (b) Dog-Handling Class; (c) Cat Behavior Class; and (d) the Veterinary Volunteer Orientation. In addition new volunteers must complete a minimum of 10 general volunteer hours in the Animal Service Center prior to volunteering with the Veterinary Volunteer Program.

**For more information or to receive an application packet please contact our volunteer coordinator at [shelternvolunteer@talgov.com](mailto:shelternvolunteer@talgov.com)**



## Veterinary Volunteers Program Application

Thank you for your interest in the Veterinary Volunteer Program at the Tallahassee-Leon Community Animal Service Center. The information on this form will help us determine your suitability for the Veterinary Volunteer Program. In the event that you are not selected to work with our veterinary team, you are still invited to volunteer in the other areas of our organization.

PLEASE PRINT OR TYPE YOUR RESPONSES

### Personal Information

Name:		Date:
Home Address:	Apt:	City/State/ZIP:
Home Phone:	Cell Phone:	Work Phone:
E-mail Address:		

### Emergency Contact Information (Please provide contact information of the person to reach in case of an emergency)

Name:		Relationship to you:
Home Address:	Apt:	City/State/ZIP:
Home Phone:	Cell Phone:	Work Phone:

### **Applicant Questions**

How did you learn of the Veterinary Volunteers Program?

Why do you want to participate in the Veterinary Volunteers Program?

Describe any special skills or training you have that would be helpful for the Veterinary Volunteers Program.

Do you have any experience working/volunteering in an Animal Shelter or Veterinary Hospital?

TLCASC is an open admission shelter and does have to euthanize animals for health/safety and space concerns. How do you think this will affect your performance?

List the days and times you are available to volunteer.

(Veterinary Volunteers must commit to a regular weekly schedule of at least 2 hours at a time.)

In signing this application, I understand and agree to the following:

I agree to serve as a productive member of the veterinary volunteers program. I will follow the Tallahassee-Leon Community Animal Service Center (TLCASC) policies and procedures and I will abide by the rules and regulations that apply to TLCASC employees and volunteers. I verify that I am volunteering my time without any expectation that I will be compensated for the hours I work as a veterinary volunteer. I give my consent to TLCASC to provide my name, voice and/or photograph, or that of any animal care for, to the media in connection with advertising, programming or operational activities for TLCASC. I understand that I will receive no compensation for giving this permission. I agree to hold harmless Tallahassee-Leon Community Animal Service Center, the City of Tallahassee, Leon County, and any of its agents, employees, directors, and insurance carriers from all actions, claims of every nature, damages or judgments in matters relating to my service as a TLCASC student extern. This includes, but is not limited to, personal injury. I certify that I am currently covered under a health insurance policy and will maintain coverage throughout the time I participate in the Veterinary Volunteer Program.

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Signature

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Date

Send Completed Application to [sheltervolunteer@talgov.com](mailto:sheltervolunteer@talgov.com)