

STUDENT VOLUNTEER APPLICATION

Welcome, and thank you for your interest in becoming a Woodbridge Animal Shelter Volunteer!!

The student volunteer program is open to students 12-17 years of age.

A parent must remain on inside the shelter building and shadow the student the entire length of stay.

Student volunteers can work anytime they are available to do so. Saturdays, only seasoned student

volunteers can work 8:30 am to noon. Any time after noon all student volunteers are welcomed.

Students will only have direct contact with an animal when authorized by an Animal Control Officer AND a parent is present and has control of the animal.

Parents/Students are not permitted to promise any animal for adoption, accept a stray or surrendered animal or redeem an animal.

Keeping the entire facility clean is vital to providing a healthy environment for the pets and is also very time consuming. Students will be required to help with cleaning tasks, included, but not limited to:

- cleaning animal areas/feeding animals
- laundry
- washing dishes
- washing windows

Student volunteers are required to sign in and out in the log book located in the lobby.

Student volunteers will be required to attend a brief orientation at the shelter prior to beginning their volunteer duties.

Student volunteers will not engage in any cell phone use (calls, texting, games) while at the shelter. Cell phones should be used for emergencies only.

Proper attire is required at all times. No flip flops please.

We retain the right to limit the amount of Student volunteers at a given time.

Each student volunteer and at least one of his/her parents/guardians must read and sign the Assumption of Risks, Release of Liability and Indemnity Agreement for a Minor Volunteer (the "Agreement") attached to this Application. The Woodbridge Animal Shelter will not under any circumstances permit a youth volunteer to participate in the Program until both the youth volunteer and his/her parent/guardian have read and signed the Agreement.

We retain the right to not accept a volunteer if they cannot or will not function within the limits of our program. We retain the right to terminate any Student volunteer who does not follow Shelter policies.

(Shelter Copy)

General Information

MINOR VOLUNTEER

Name: _____

Address: _____

City: _____ State: _____

Date of Birth: _____

School/Current Grade: _____

Email Address: _____

PARENT/LEGAL GUARDIAN

Name: _____

Address: _____

City: _____ State: _____

Email Address: _____

Parent Signature

Date

How did you hear about The Woodbridge Animal Shelter?

Do you currently have pets at home? If so, what kind?

Do you help care for your pets at home?

What made you want to become a volunteer at The Woodbridge Animal Shelter?

(Shelter Copy)

**STUDENT VOLUNTEER APPLICATION ASSUMPTION OF RISKS, RELEASE OF LIABILITY AND INDEMNITY
AGREEMENT FOR A MINOR VOLUNTEER**

As consideration for The Woodbridge Animal Shelter, Sewaren, NJ, permitting _____ a minor child under the age of 18 (the "Minor"), to volunteer at The Woodbridge Animal Shelter located at 195 Woodbridge Avenue, Sewaren, NJ (the "Shelter"), for the Minor's personal satisfaction in working with The Woodbridge Animal Shelter in furtherance of its animal shelter and welfare mission, and for other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Minor, and I, _____, the parent/legal guardian of the Minor ("I", and collectively with the Minor, "We", "Us" or "Our"), for and on behalf of Us and Our parents/legal guardians, heirs, successors, assigns, personal representatives and all others in familial or beneficial relationship with Us, hereby execute this Assumption of Risks, Release of Liability and Indemnity Agreement for a Minor Volunteer (this "Agreement"), in favor of The Woodbridge Animal Shelter, the Township of Woodbridge, New Jersey and each of their respective directors, officers, employees, agents, representatives and volunteers (collectively, the "The Woodbridge Animal Shelter Parties"), as follows:

Assumption of Risks.

We acknowledge that during the Minor's performance of volunteer services for The Woodbridge Animal Shelter at the Shelter, the Minor will be in the vicinity of various types of live animals and/or in the vicinity of other Woodbridge Animal Shelter Parties or other third parties who are interacting with and/or handling various types of live animals, and therefore there exists a risk to the Minor's health, safety, life, limb and property during his/her performance of such volunteer services. Notwithstanding these risks, the Minor intends to perform, and I intend to permit the Minor to perform, volunteer services for The Woodbridge Animal Shelter at the Shelter, and We hereby expressly and voluntarily assume, and take full and sole responsibility for, any and all risks to the Minor associated with doing so, including, without limitation, the risks to the Minor identified in the previous sentence. Without limiting the foregoing, We further understand that it is important for Us to discuss with a medical doctor whether the Minor should have a tetanus vaccination, a rabies pre-exposure vaccination series or any other or additional vaccinations prior to the Minor volunteering at the Shelter, and We expressly and voluntarily assume, and take full and sole responsibility for, any physical illness or injury, disease or death suffered by the Minor as a result of Our failure to do so and/or the Minor's failure to receive such vaccinations prior to volunteering at the Shelter.

Release of Liability.

We hereby expressly release, waive and discharge each of The Woodbridge Animal Shelter Parties from any and all liability whatsoever for any sickness, disease, physical or mental harm or injury, death, property damage or other financial loss that the Minor or I may suffer or incur, individually or collectively, as a result, directly or indirectly, of the Minor performing volunteer services for The Woodbridge Animal Shelter at the Shelter.

Indemnity Agreement.

We hereby expressly agree to defend, indemnify and hold each of The Woodbridge Animal Shelter Parties harmless from any and all liabilities, costs, losses, expenses (including, without limitation, reasonable attorneys' fees) or damages resulting from any third party claim, suit, action or proceeding brought against or involving any of The Woodbridge Animal Shelter Parties and arising out of or relating to the Minor's performance of volunteer services for The Woodbridge Animal Shelter at the Shelter or any actions or inactions taken or not taken by the Minor (including, without limitation, negligence and willful misconduct) while at the Shelter.

(Shelter Copy)

Shelter Rules/Policies.

The minor child and I, the parent, have received a copy of the Woodbridge Animal Shelter Rules and Policies, understand them fully and agree to comply with them.

By signing this form I, the parent or guardian, and the minor child have read, agree with and comply with the Assumption of Risks, Release of Liability and Indemnity Agreement contained within this document.

Parent Signature

Date

Student Volunteer Signature

Date

Animal Control Officer

Date

(Shelter Copy)

Shelter Rules/Policies

Should any of the shelter rules or policies be broken at any time, you will immediately be asked to leave the volunteer program. Rules and policies are put in place to protect the animals, the staff, the volunteers and the public.

ALL volunteers must sign in/out of the sign-in book located in the lobby. ALL volunteers will be issued an identification tag to wear while every time you volunteer. This is yours to keep and to be responsible for.

STAFF are the ONLY people who can accept a stray or surrendered animal, redeem an animal or approve an application for adoption.

Dogs

1. For security purposes, all volunteers and visitors must use the front door only. All other doors are to remain locked. In an effort to minimize escapes, shelter volunteers must not enter a dog's kennel from the outside.
2. Only animals that are offered for adoption are allowed to be handled, fed, walked, etc. by volunteers. Any animal with restrictions on its cage card are off limits to volunteers. This includes putting your fingers in the cage to pet them. Animals are off limits for a number of reasons such as a court case, stray hold, pending vaccines or temperament testing, on hold for an ill owner, aggression, etc.
3. At no time is any shelter volunteer allowed in the quarantine rooms. No exceptions.
4. Volunteers must be mindful of the animal's "cage-card" with regard to special diet requirements, caution notices (i.e. no small children, no other pets), etc. "Cage-card" instructions MUST be followed. No exceptions. This is done for the safety of the animal, the staff, the volunteers, the public and the adopter. STUDENT VOLUNTEERS: If a cage card indicates the dog should not go to a home with children then student volunteers should not interact with that particular dog.
5. No shelter animal is to be given treats, toys, bones, rawhide, etc. while in their kennel or cage. The only acceptable toys in the kennels are Kong toys or Nylabones which are sturdy enough for the animal not to break apart and ingest.
6. All Adoption Applications must be approved by the shelter staff. Volunteers must not make a promise of adoption to anyone.
7. Dog Walking: With supervision of a parent, guardian or staff member.
Dogs may be walked on Woodbridge Ave. over the bridge and back, please refrain from walking dogs in residential areas. All dogs must be walked on a choke-type/Martingale collar, unless otherwise directed by a shelter Animal Control Officer (ACO). Remember to bring bags for cleanup after the dog. No student volunteer under the age of 18 is to walk a dog unless accompanied by an adult. Student volunteers may, with supervision, bring an appropriate dog to the training room/outside yards and play with the animal there. With the exception of the normal walking on the road, no animal is to be removed from shelter property, and no animal is to be removed by car, without the authorization of the shelter manager.
8. NO outside food or treats may be given to our dogs. You can find approved training treats in the small refrigerator downstairs by the kitchen area. These treats are to be given during training time ONLY.

Cats

1. It is state-mandated that only one (1) cat is allowed out in the cattery at a time.
2. The WAS is filled to capacity with animals from our township and towns serviced by the WAS. No volunteer, or friend/family member of a volunteer, may bring in any animal into the WAS from a town not serviced by the WAS. No exceptions.
3. Keeping the animals and the shelter clean is a very critical part of volunteering and volunteers are required to clean the shelter, as well as care for our shelter animals. The animals and the shelter must be kept clean at all times for the benefit of both our animals and our volunteers.
4. Cleaning cats. Cats are to be removed from their cage and placed into an empty cage or carrier. Litter is scooped with their used paper food dish and then topped off with more, food and water bowls are to be washed every day, blankets are changed only when soiled. Each cat is to have 1 blanket. Cats are fed once per day with the exception of kittens that require 2-3 feedings.
5. Cats toys/catnip are not permitted in the cattery or in cat cages as toys are carriers of bacteria/germs/fungus. Cats can be exercised 1 at a time in the cattery once the floor has been swept and mopped with disinfectant; we have laser toys for them to play with.
6. If a cat requires brushing or nail clipping please remember to disinfect the brush and clippers with the appropriate sanitizer located in the upstairs kitchen after every use.
7. If you notice that a cat has not eaten, appears to be getting ill or is otherwise not acting right please bring it to the staff's attention immediately.