



Volunteer Application Form

Feline Urgent Rescue (F.U.R.)

PLEASE READ/COMPLETE ALL PARTS OF THIS APPLICATION

PART 1 - Frequently asked questions that as a F.U.R. volunteer and representative you may be asked. (Please read each section below and initial.)

Who is F.U.R. ?

Feline Urgent Rescue (F.U.R.) is a registered non-profit humane organization dedicated to rescuing homeless cats/kittens from dangerous environments. It is our goal to place as many cats/kittens in loving homes as possible. However, since most of our rescued felines are just learning to trust people, it is necessary for us to screen to determine whether or not a prospective adopter is a good match for the particular cat or kitten being considered for adoption. **INITIAL** ____

How can someone help us?

F.U.R. is a small non-profit rescue organization that is dependent on donations. In order to rescue more animals from danger, disease and starvation, donations are needed. Each donation is tax deductible. If someone is interested in donating to us, please have them mail the donation to the above address. This address is also listed on the adoption application and in the newsletter. **INITIAL** ____

In addition to giving us a monetary donation, someone can donate their BILO Bonus Card points to F.U.R. Information for how to do this is listed in the newsletter. **INITIAL** ____

Also, Feline Urgent Rescue is always looking for volunteers. If you know someone that would like to be a part of a growing, active and caring rescue organization, please have them call Jennifer King at (864)234-9807. *This is a volunteer number only. **INITIAL** ____

When are adoption applications reviewed and how will potential adopters be notified if they are selected?

Applications are reviewed once a week, usually on Friday. If their application has been approved, they will be notified in approximately one week. Calling a F.U.R. representative will not expedite the process. Applications are reviewed in the "best interest" of the cat. If an individual is not approved for a particular cat, it does not mean that he/she may not be approved for another. If you take an application from a potential adopter, spend a minute to find out a little about them. Please note their appearance, how they interact with the cat they are interested in adopting and any pertinent information you feel will help us make the best possible decision for the animal. Please either put a note on the application after the potential adopter has walked away (so they are not offended or overly encouraged by the note) or leave a message with the adoption coordinator, April Spell. **INITIAL** ____

PART 2 - Maintenance Activities (Below are key roles and responsibilities that a F.U.R. volunteer is accountable for. Please read each section below and initial.)

- A. Currently, all of our work is done by volunteers. Our volunteers feed the animals, give the animals fresh water (sometimes cleaning both their food and water bowls), scoop and replace litter, change their paper as needed, clean and disinfect the cat cages, sweep excess litter and debris out of their cages, sweep the floor outside of their cages, give the stray cats outside fresh food and water, act as a representative for F.U.R. and answer questions from the public, play and socialize the cats, and report any cat illnesses or irregularities to the Volunteer Coordinator or Organization director. *Note: As a volunteer, you are required to wear a F.U.R. badge while in PetsMart. **INITIAL** ____
- B. It is essential that you understand, once you are on the schedule, F.U.R., PetsMart and the animals are relying upon you to appear faithfully for your shift (unless the circumstance are exceptional). One person missing from a shift is very disruptive. If you cannot fill your shift you will be expected to inform the Volunteer coordinator as far in advance as possible so that your shift can be covered. *If you are responsible for a morning shift and there is circumstance where you can not make it in last minute, you must call PetsMart to let them know. *PetsMart does not schedule an employee when F.U.R. has the shift covered. **INITIAL** ____
- C. Most importantly, F.U.R. and its volunteers are guests of PetsMart and it is expected that you be courteous and respectful to their employees and to their rules, regulations and policies. If you feel a PetsMart employee or another animal organization is acting inappropriately or in some way is not being courteous to the animals or yourself, please contact the Volunteer Coordinator or the F.U.R. director immediately. It is essential that the highest standards of cleanliness, animal care, security and respect towards other F.U.R. volunteers as well as PetsMart employees be maintained at PetsMart and eventually at our Shelter. **INITIAL** ____
- D. If for some reason you decide to break off with Feline Urgent Rescue to begin your own animal rescue organization, all donations and or grants you helped obtain as well as any documentation you helped create and or maintain while a member of Feline Urgent Rescue, is the sole property of Feline Urgent Rescue. However, in the interest of animal welfare, documentation, advice and other information may be shared with the permission of Feline Urgent Rescue. Donations of any kind will not be shared. **INITIAL** ____

Contingency Release

Before being allowed to volunteer with F.U.R. you will be asked to sign the Volunteer Release Agreement. If you are under-age the form must be signed by a parent or guardian. With your signature below, you acknowledge that you carefully read and understand all policies expressed above and certify all other information you fill out is accurate.

Signature of volunteer

PART 3 – Volunteer Questionnaire (All Information is confidential)

(PLEASE PRINT)

1. Contact Information:

Name: _____ Date: _____

Address: _____

City: _____ State _____ Zip code _____

Home phone number: _____ Best time and number to call: _____

Work phone number (*If you can be contacted): _____

Cell phone number: _____

E-mail address (*we use this to communicate with all volunteers): _____

Age (*If under 18) _____

Do you currently own a cat(s)? Yes ____ No ____

Would you ever be interested in fostering a cat for F.U.R.? Yes ____ No ____

Emergency Contact Name: _____ **Contact phone #:** _____

Allergies to medications: _____ **Special medical conditions:** _____

1. What is your occupation? _____ Are you retired? Yes ____ No ____

2. Are you a student? Yes ____ No ____

3. What are your interests/skills? _____

4. What motivated you to volunteer with Feline Urgent Rescue? _____

5. Have you ever volunteered at a shelter or animal rescue organization before? Yes ____ No ____

6. If yes, are you still active in volunteering with this group? Yes ____ No ____

7. Please list the name of the groups with which you have volunteered or worked:

8. What were/are your duties/responsibilities: _____

9. What days/shifts are you interested in helping with cage maintenance? (Please check all that interest you)

Days:

Monday ____ Tuesday ____ Wednesday ____ Thursday ____ Friday ____ Saturday ____ Sunday ____ (I'm flexible ____)

Shifts:

Morning (8:00am) ____ Afternoon (between 11:00am-5:00pm) ____ (list time____) Evening (8:00pm) ____

Frequency:

Multiple Times a Week ____ Weekly ____ Bi-Weekly ____ Every 3 weeks ____ Monthly ____ Other _____

10. In addition to helping with cage maintenance, please check the other areas below that interest you:

- | | | |
|---------------------------------------|-------------------------------|---------------------------------------|
| ____ Helping at adoption events | ____ Fundraising | ____ Feeding cat colonies |
| ____ Assist with administrative tasks | ____ Helping apply for Grants | ____ Transporting cats to/from vets |
| ____ Communications/Advertising | ____ Web Page upkeep | ____ Creating an adoption pamphlet |
| ____ Adoption Counselor | ____ Creating documentation | ____ Working offsite events |
| ____ Negotiating Discount Prices | ____ Socializing cats | ____ Volunteer coordinator |
| ____ Database administration | ____ Making new cat signs | ____ Making things for F.U.R. to sell |
| ____ Cat rescue | ____ Medicating cats | ____ Helping prepare mailers |
| | ____ Grooming cats | |

Other: _____

Thank you for filling out the application and your interest in F.U.R.. Together, we can make a difference.

Feline Urgent Rescue
Ralph Carbone, Director

FOR OFFICE USE ONLY.

Staff Member: _____ Orientation date: _____ Start Date: _____

Comments: _____

9/13/03