



**UPPER CREDIT  
HUMANE SOCIETY**

# Upper Credit Humane Society

5383 Trafalgar Road RR #2, Erin, Ontario N0B 1T0  
Telephone (519) 833-2287 Fax (519) 833-2247  
Charitable Registration # 893738872RR0001

## VOLUNTEER APPLICATION FORM (Volunteers Age 16 and Up)

Today's Date: \_\_\_\_\_

### PERSONAL INFORMATION

Your First Name: \_\_\_\_\_ Last: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
(Street / Apt #) (City) (Postal Code)

Home Phone: \_\_\_\_\_

Best time to call: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Best time to call: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Best time to call: \_\_\_\_\_

May we contact you at work? Yes \_\_\_\_\_ No \_\_\_\_\_

Email address: \_\_\_\_\_

What is your past or present field of employment? If you have not been employed, in what field of work would you like to be involved?

\_\_\_\_\_

\_\_\_\_\_

Please provide a brief outline of your educational background

\_\_\_\_\_

### INFORMATION ABOUT YOURSELF: Your Volunteer Experience and Goals

Have you volunteered for or joined any other organizations? Which ones? Please describe your duties and your duration of stay with that organization.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you still actively volunteer with that organization? If not please provide your reason for leaving your volunteer position(s)?

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Why do you want to volunteer for the Upper Credit Humane Society?

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Were you referred to us from a specific organization? If yes, please identify the organization:

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How did you hear about our volunteer program? \_\_\_\_\_

Are you familiar with the requirements of the volunteer positions you have applied for?

Yes\_\_\_\_ No\_\_\_\_

Do you have any restrictions or limitations that may affect your ability to fulfill these requirements?

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Do you have any animal allergies that may affect your ability to volunteer at an animal shelter? \_\_\_\_\_

Have you had your tetanus booster in the last 10 years? \_\_\_\_\_

### **SKILLS AND RELEVANT EXPERIENCE**

Have you in the past, or do you currently, care for any animals in your home? What kinds and how many?

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What skills, education or abilities would you like to contribute to the Upper Credit Humane Society?

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What are your hobbies and interests? \_\_\_\_\_

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If you are applying to volunteer with animals please share a specific experience you have had with an animal in the past that shows you are good at working with animals:

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Are you required to volunteer for a certain number of hours (e.g. through school programs)? If so, please indicate the number of hours you require:

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**What volunteer positions are you interested in? Please pick a first, second and third choice:**

- 1) Office Assistant \_\_\_\_\_
- 2) Animal Care - Cat \_\_\_\_\_
- 3) Animal Care - Dog \_\_\_\_\_
- 4) Dog Walking \_\_\_\_\_
- 5) Cuddle/Play \_\_\_\_\_
- 6) Education \_\_\_\_\_
- 7) Building Maintenance \_\_\_\_\_
- 8) Animal Transportation (eg to veterinarian) \_\_\_\_\_
- 9) Fundraising \_\_\_\_\_
- 10) Staffing Public Displays \_\_\_\_\_
- 11) Kitten Foster \_\_\_\_\_
- 12) Other (please specify) \_\_\_\_\_

**INFORMATION ABOUT ELIGIBILITY**

Are you 16 years of age or older? \_\_\_\_\_

Are you able to commit to a minimum of one visit per week for at least 6 months? If not, please explain: \_\_\_\_\_

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What days and hours are you available to volunteer? (Please be specific – shifts are Monday through Sunday, 9am-1pm, and 6pm-9pm)

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Have you ever been investigated and/or had animals removed from your possession, by the Ontario Society for the Prevention of Cruelty to Animals? Yes \_\_\_ No \_\_\_

If yes, please explain: \_\_\_\_\_

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**EMERGENCY INFORMATION**

Please supply the information of a person we can contact in case of an emergency:

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #Residential: \_\_\_\_\_ Phone# Business: \_\_\_\_\_

**REFERENCES**

As part of our volunteer application process, we would request that one character reference be provided along with your completed application form. A character reference is a personal recommendation of you, describing your personality and strengths. It does not need to be from an employer, but rather can be given by anyone who knows you, with the exclusion of family members. Some suggested references include: neighbours, coaches, teachers, people for whom you may have pet sat, customers, leaders from an organization for which you volunteer, business acquaintances, etc. **Please note that while we would like a reference to be provided, we may not necessarily contact them.** If you have any questions regarding this request, please contact our office at (519) 833-2287.

Due to special circumstances we recognize that some individuals may be unable to provide a character reference; if you are unable to do so, please explain why. You may receive a call from the volunteer coordinator to discuss other options:

\_\_\_\_\_  
\_\_\_\_\_

Please list one reference we may contact via telephone (non- family)

Name: \_\_\_\_\_ Phone # \_\_\_\_\_ Relationship \_\_\_\_\_

**VULNERABLE SECTOR SCREENING CHECK**

As our volunteers are often required to work with both youth and the elderly, we request that a **Vulnerable Sector Screening check** be completed. This is also known as a “criminal record check” or “police check” and can be obtained from your local police (a small fee may be required). This check is for safety and protection purposes, and is a standard requirement for most volunteer organizations.

Do you agree to obtain a criminal record check? Yes\_\_\_ No \_\_\_

**DECLARATION**

I, \_\_\_\_\_ hereby declare that the above information is true and complete to the best of my knowledge. I understand that a false statement may disqualify me from further consideration as a volunteer or result in dismissal.

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Thank you for expressing interest in our volunteer program. All applicants who have submitted fully completed application forms will receive a call from our Volunteer

Coordinator. If you have any questions or require further information about our volunteer program or application process please contact our office at (519) 833-2287.