**Volunteer Application**

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| **GENERAL INFORMATION** | |
| **Name:** | |
| **Address:** | |
| **Mobile Phone:** | **Home Phone:** |
| **Email Address:** | |
| **Date of Birth** (Volunteers must be at least 18 years of age)**:** | |
| How did you hear about us? | |

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| **AVAILABILITY** | | | | | |
| Weekday mornings | | Weekday afternoons | | Weekday evenings | |
| Weekend mornings | | Weekend afternoons | | Weekend evenings | |
| How many hours per month can you commit to volunteering? | | | | | |
| Less than 5 | 6 to 19 | | 20 to 39 | | 40+ |

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| **SPECIAL SKILLS** |
| Please summarize any special skills you have gained through school, work, volunteering, or hobbies (e.g., veterinary technician, grooming, grant writing, accounting, public relations, event planning, crafts, photography, graphic design, etc.). |
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| **VOLUNTEER EXPERIENCE** | | | |
| Do you have any previous volunteer experience? | | | |
| Yes (Please explain below) | | No | |
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| The following questions help us assess your experience with dogs (you do not need experience in all of these areas to be a volunteer). | | | |
| Have you ever had dogs?  Yes  No | | | |
| Do you currently have any dogs?  Yes  No | | | |
| If yes, how many? | | | |
| Do you have experience with any of the following? (Please check all that apply.) | | | |
| Crate training | Obedience training | | Paper/potty training |
| Behavior modification | Handling fearful dogs | | Grooming |
| Other - Please explain: | | | |

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| **INTERESTS** |
| Please indicate the areas in which you’re interested in volunteering: |
| **Adoption Center (Administration):** Support day-to-day office operations. Requires computer and administrative skills and interaction with potential adopters. |
| **Adoption Center (Retail):** Support day-to-day retail operations and merchandise sales. |
| **Adoption Center (Facilities):** Support day-to-day facilities operations, ensuring a safe, clean environment for staff, visitors, and pets. Requires maintenance and cleaning of kennels. |
| **Adoption Center (Pet Care):** Support day-to-day pet care, providing food, fresh water, walking (and cleaning up), and socialization. |
| **Events:** Performing set-up and tear-down, caring for pets, answering questions from potential adopters. Requires interaction with the public, familiarity with our policies and procedures, and some heavy lifting (up to 25 lbs.). |
| **Transport:** Driving pets to and from adoption events, veterinary appointments, etc. Must have a valid California Driver License and provide proof of insurance. |
| **Fundraisers:** Help identify, plan and execute fundraising opportunities. Requires prior event planning experience and significant interaction with vendors and the public. |
| **Social Media:** Sourcing and posting content on Facebook, Twitter, Instagram. |
| **Photography:** Take professional-quality, digital photographs of adoptable dogs for use in promotional materials. Some experience required. Must have camera equipment. |
| **Writing:** Copywriting for marketing and promotional materials, website content, and pet profiles of adoptable pets. Blogs/articles for responsible pet ownership and care.Grant writing for nonprofits and familiarity with guidelines. Some experience required. |
| **Other:** |

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| **EMERGENCY CONTACT INFORMATION** | |
| **Name:** | |
| **Relationship:** | |
| **Mobile Phone:** | **Home Phone:** |
| **Email Address:** | |

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| **AGREEMENT & SIGNATURE** | |
| I certify that the information provided is true and complete. I understand The Pet Adoption Center of Orange County, at its sole discretion, reserves the right to refuse any applicant for any or no reason. | |
| **Signature:** | **Date:** |

Please send your application to: [info@adoptocpets.org](mailto:info@adoptocpets.org)