

**Requirements:** we work with wounded animals and their by-products (feces, urine, blood) and a volunteer must have a current (within the past 10 yrs.) Tetanus Booster and should not be auto-immune system compromised or pregnant. Other certain medical conditions may require a note of clearance from their physician before being allowed to work with the animals directly.

**Jobs:** we try and match a volunteer's interests and skills with a wide range of jobs and duties available here at the sanctuary in an effort to utilize manpower hours most effectively.

1. Rehabilitation: performing hands-on animal care inside the Animal Room. This includes feeding, weighing, assisting with wound care, administering medications, etc.
2. Outside Feeding: provide food and water daily to each cage outside.
3. Inside Cleaning: cages must have fresh paper, food, and water every morning, and periodically changed throughout the day as necessary.
4. Education: presentations and programs can be created for children of all ages on a variety of wildlife related topics, and appropriate handouts can be designed.
5. Education Animal Care: learn to work with the non-releasable animals and birds used in programs and presentations, and participate in the manning process for the raptors.
6. Disinfecting: all cages, bowls, dishes, feeding utensils, etc. must be thoroughly cleaned and disinfected after use.
7. Waterfowl Area: food and clean water each morning in the duck/goose pen. This includes weekly power-washing the pools, and daily emptying and refilling all the water pans and pools.
8. Web Site Maintenance: assisting with the upkeep and updating of the web site, creating a Kids Corner, responding to e-mail questions, etc.
9. Record Keeping: logging in the admissions, updating the Admissions Log Book, end-of-year statistics, writing Thank-You notes, and misc. paper work.

We realize students/volunteers may have limited availability; we are flexible and try to work with someone's schedule.

Ideally, volunteering once a week for several hours works well for us, in blocks of two or four or six hours. Weekdays and weekends are available, and volunteers may even come out every other week or once a month.

However, we ask that volunteers try to keep a regular schedule with us, coming out on the same day each week, if possible. If a volunteer must cancel for any reason, they are required to call and notify us that they are unable to come out. Frequent cancellations may result in a volunteer being asked not to return if they are not reliable.

Certain tasks and jobs must be performed at specific times during the day - feeding and cleaning schedules need to be followed, and there is limited flexibility with these duties (e.g. - morning feedings cannot wait until afternoon, etc.)

**Training:** no special training is required - we provide hands-on teaching and training. A volunteer can choose what duties to perform and has the right to refuse something they are not comfortable doing -- (e.g. - wound care is not for the squeamish!)

However, all volunteers must follow directions. All volunteers must abide by current health and safety practices and establish safe work habits and conditions. Violations of certain rules and regulations will result in the volunteer being asked to leave the sanctuary. Negligence or animal cruelty will not be tolerated at any time and will result in immediate dismissal.

**Orientation:** we are able to provide either one-on-one or group orientation. All volunteers are required to schedule a tour of the premises, meet with the director, and go through a short interview to determine their skills and abilities and how best they can volunteer. (We prefer group orientations.)

Biology, Zoology, Veterinary Technician, Environmental Sciences, Small Animal Management, Wildlife Rehabilitation, Surgical Technician, Computer Science, Education, Art, Graphic Design, Advertising, Public Relations

Volunteers and Service Learners will gain practical experience that may allow them to find entry level or intern positions and other employment opportunities in wildlife sanctuaries, nature centers, zoos, and wildlife centers. They will learn the basics of public relations in their dealings with the people who find animals and bring them in to Possumwood Acres. They will be able to answer wildlife related questions and assist county residents by providing information and directing them to other relevant resources. They will be able to take advantage of networking opportunities that may prove beneficial in the future in their chosen fields. And finally, as a non-profit organization, they qualify to earn Community Service Hours by volunteering here.

We have routine tasks that are performed daily, weekly, monthly, and quarterly. There are special projects that occasionally need to be completed throughout the year. Seasonal duties follow the natural history of the animals and birds we care for (i.e. - baby birds only come in during the spring and early summer, baby mammals only come in during the spring and fall "baby seasons".) Fundraising projects, roadside clean-ups, cage building activities allow for participation from the volunteer's families. On-line research and grant writing may be performed at home.