

## T&D's Volunteer/Intern Agreement

Working with animals can be very rewarding and enjoyable; however, there are responsibilities. As you volunteer at T&D's, you will be given responsibilities and opportunities. As a volunteer, certain things will be expected of you. Please read and initial in agreement.

\_\_\_\_\_Initial

- 1.\_\_\_\_No animal abuse of any kind will be tolerated. Immediate dismissal will occur.
- 2.\_\_\_\_All animals are considered dangerous. Volunteers will not approach any animal pen unless supervised by T&D's owners or otherwise instructed to do so. Volunteers will NOT touch or approach any carnivore (which includes **all** felines and canids), ursidae (bears), and primates. Touching one of these animals will result in immediate dismissal.
- 3.\_\_\_\_Volunteers will have up to date tetanus vaccinations and documentation to verify this.
- 4.\_\_\_\_Volunteers will follow all care and feeding instructions given by T&D's owners.
- 5.\_\_\_\_Volunteers will notify T&D's owners if an injury occurs while volunteering.
- 6.\_\_\_\_Volunteers will not wear heavy perfumes, colognes, hairsprays, or other scented items while working in an enclosure.
- 7.\_\_\_\_Appropriate work clothing and closed shoes will be worn. No earrings, rings, necklaces, etc. will be worn when volunteering unless prior approval is obtained.
- 8.\_\_\_\_Volunteers will use appropriate language and behavior. T&D's is a reputable facility and volunteers are representing T&D's.
- 9.\_\_\_\_No smoking, alcohol, or drugs allowed.
- 10.\_\_\_\_No gossiping about other volunteers.
- 11.\_\_\_\_Volunteers will arrive at the designated time. If unable to volunteer at designated time, volunteers will notify T&D's prior to the scheduled day.
- 12.\_\_\_\_Volunteers will sign in and check in with T&D's owners when they arrive.
- 13.\_\_\_\_Cell phones will be left in your vehicle. Cell phones are a distraction for you and the animals.
14. \_\_\_\_Any visible tattoos must be covered.

Volunteer Signature \_\_\_\_\_ Date \_\_\_\_\_

Print your name \_\_\_\_\_

Last updated 2/18

When volunteering during May through September...

1. \_\_\_ Volunteers are required to volunteer on Wednesday, Thursday or Friday **AND** one (1) weekend day during visitor hours unless other arrangements are made.

Explain\_\_\_\_\_

2. \_\_\_ Volunteers will wear the "Volunteer Badge" and T&D's shirt with appropriate shorts/pants and shoes during visitor hours.

3. \_\_\_ If you do not know the answer to a question, do NOT make one up. Tell the person you will find out and then find one of T&D's owners. Incorrect information is worse than none at all. You are representing T&D's and our mission.

4. \_\_\_ Relatives/friends of volunteers may visit only during public days and hours. They will be expected to pay the admission fee when arriving.

T&D's owners or facility is not responsible for personal injury to self or property while volunteering. I have chosen to volunteer at T&D's Cats of the World - Exotic Animal not-for-profit facility. I will abide by the above rules. Failure to do so may result in volunteer dismissal. You will be evaluated monthly to determine your status and responsibilities as a volunteer.

Volunteer Signature\_\_\_\_\_Date \_\_\_\_\_

Print your name \_\_\_\_\_

Last updated 02/18