

South Plains Wildlife Rehabilitation Center, Inc.

Volunteer Opportunities

The Wildlife Center is an *all-volunteer*, 501(c)3 non-profit organization that cares for ill, injured, displaced and orphaned wild animals with the ultimate goal of returning them to their wild habitats. The Wildlife Center holds permits from Texas Parks and Wildlife and the U.S. Fish and Wildlife Service but does not receive funding from either regulatory agency. The Center depends on the financial support of the community and volunteer service to assist on-site manager and Executive Director Carol Mitchell with day-to-day operations. There are many opportunities for volunteer work at the Center, including hands-on wildlife care, building and grounds maintenance, Environmental Education programs, fund raising and administrative duties. These are just a few of the Center's needs; if you have a talent that you can share, we can probably find a way to use it!

The following list describes the most critical volunteer opportunities:

Hands-on wildlife care

Opportunities include preparing meals, feeding animals, administering medical treatment, cleaning cages and quarters, record keeping and working with community members who bring animals for care or have questions about a wildlife emergency.

Building and grounds maintenance

Opportunities include handy work, lawn care, landscaping and general maintenance activities.

Environmental Education programs

Opportunities include preparing educational materials, handling educational animals, speaking to the public about the Center and the animals in its care, interacting with educational program audiences and creating new community outreach programs.

Fund raising

Opportunities include participation in event/campaign planning and execution, publicity and community/donor relations activities.

Administrative

Opportunities include answering the phone, returning phone calls, filing, data entry and preparing mailings.

Other

The Center's Manager and Executive Director can always use a personal helper for an hour, a day or any amount of time to run errands, stock supplies and other related tasks. In addition, the Center occasionally needs the help of folks with special skills, like plumbers, electricians or carpenters.

If you are interested in sharing your time and talent with the Wildlife Center, please read the Volunteer Policies on the other side of this sheet. If you agree to adhere to these policies, complete the volunteer questionnaire and Universal Waiver and Release forms in this packet. Send the completed forms to:

Volunteer Coordinator
SPWRC Volunteer Program
3308 95th St.
Lubbock, TX 79423

Thanks for your interest in helping the South Plains Wildlife Rehabilitation Center!

South Plains Wildlife Rehabilitation Center, Inc.
3308 95th Street
Lubbock, TX 79423
(806) 799-2142

I am 18 years of age or older, and I understand and am aware of the many risks of volunteering at the South Plains Wildlife Rehabilitation Center in Lubbock.

This Center cares for wildlife that can bite, scratch, kick, puncture, poke, wound, cut, gash or pierce, or possibly injure me in some other way. These species include raptors (birds of prey), and other species such as herons and cranes. Also included are mammals such as bobcats, foxes, deer, weasels, opossums, squirrels *and many other species*.

I know that there are other risks and hazards of volunteering here, and have chosen to sign this waiver as a consent to pay for my own medical bills in the event of injury by wildlife, or *other incident on this property*.

I also realize that wildlife can carry certain diseases, including rabies. Other diseases are also communicable to man (Zoonoses). I understand that any warm-blooded mammal can carry rabies. Only volunteers with rabies pre-exposure vaccinations will be allowed to handle raccoon, fox, bat and bobcat species. If I decide I want to care for high-risk rabies vector species, I will pay for my own prophylactic pre-exposure vaccine and make arrangements for them through my physician, and/or the Texas Department of Health in Lubbock. Vaccinations cost approximately \$500.00 per person

If you are serious about volunteering with us you must *have this certificate notarized with a Notary Seal* and send or bring back to us. If this is not signed, you will not be scheduled. (Banks have Notary Publics, as does Kinko's Copies).

If you have any questions, please call our on-site-manager at the Wildlife Center at (806) 799-2142.

Remember to sign in the presence of a Notary Public and have the waiver notarized.

Thank you,
Carol Lee, Director,
South Plains Wildlife Rehabilitation Center, Inc.; Lubbock, Texas

Signature _____

Notary Seal:

Print your name: _____

Date _____

Notary's Name:

Revised May 2005

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VOLUNTEER QUESTIONNAIRE

Please complete this questionnaire if you agree to abide by the Wildlife Center's volunteer policies, and attach your signed Universal Waiver and Release form. When complete, send all forms to our Volunteer Coordinator c/o 3308 95th Street, Lubbock, TX 79423. You'll be called soon for an orientation session. Thanks for your interest!

Name: _____

Address, including Zip Code: _____

Telephone (Home) _____ (work) _____

Employer: _____

If you're a student, provide name of school and grade level. _____

What are your career aspirations, if applicable? _____

Write a paragraph about yourself and the volunteer opportunities that interest you. What do you hope to gain from your experience of working with wildlife? Use reverse side if needed.

Have you ever been charged with a felony or convicted of a crime? _____ If yes, describe below briefly.

Do you have any medical conditions or disabilities we need to be aware of? (High blood pressure; diabetes; pregnancy; allergies or asthma, etc.) If so, please list.

In case of emergency, who should be contacted?
Name _____

Area code and phone # _____

Alternate contact? (Name and phone number) _____

Personal reference: Name _____ Phone # _____

Please date and sign:

South Plains Wildlife Rehabilitation Center, Inc.

Volunteer Policies

The following guidelines are designed for the safety and well being of all volunteers and visitors at the Wildlife Center. Failure to abide by these policies may result in dismissal.

1. Volunteers must be 18 years of age or older. Some exceptions are granted on a case-by-case basis to allow individuals as young as 16 years old to volunteer at the Center. Contact our Volunteer Coordinator for more information.
2. Volunteers are expected to contribute a minimum of two hours each week and to attend one or two meetings throughout the year.
3. Work with wildlife is labor intensive, and some duties require work outdoors. Depending on the season, outdoor duties may expose volunteers to extremely hot or cold weather.
4. Please arrive for all scheduled shifts on time and ready to work. If you cannot make your shift due to illness or other circumstances, please give as much notice as possible so a replacement can be found in a timely manner.
5. Be courteous to the Center's visitors and volunteers at all times. Treat them with respect while talking with them on the phone or in person, even in difficult circumstances.
6. Wear "barn attire" to the Center, but please wear appropriate attire to fundraisers, educational programs and other events that represent the Center.
7. Do not bring others with you when you are scheduled to work, unless advance authorization is given by Carol or the Center Manager.
8. Children **may not** be brought to the Center with a volunteer.
9. Respect other volunteers and their property.
10. Please be quiet when working in and around the house area and respect the resident's privacy.
11. Requests for educational programs should be referred to our Center Manager or to Carol; please do not turn away any requests. Volunteers interested in helping with educational programs should contact the Center Manager.
12. Do not offer to show people around the Center that simply show up. **The Center is not open to the public, as the animals need their privacy for recuperation.**
13. Have fun and love what you do!