



VOLUNTEER APPLICATION

We sincerely appreciate your consideration to volunteer at the Mission Viejo Animal Services Center. We value our volunteers and their commitment of their personal time, talents and service. Volunteering is a wonderful way to give back to your community.

Before you apply to become a volunteer

Before you apply to become a volunteer, please answer the below questions to ensure that you are able to fulfill the role of a volunteer at the Mission Viejo Animal Services Center.

1. Am I at least 18 years of age?
2. Have I carefully considered my schedule and know that I can commit to the required shifts for the volunteer position that I 'am interested in?
3. Do I have a positive attitude and sincere interest in the animal services center and its mission, by providing volunteer services that reflect the goals and values of the center?
4. Will I treat my volunteer responsibilities with the same respect that I do my work obligations, committing to serve on a regular scheduled day and time?
5. Am I comfortable making repeated trips to the center to interview, attend orientation and training before my volunteer commitment begins?
6. Am I willing to attend scheduled volunteer meetings? (We typically have two meetings per year)
7. Am I able to commit to this program for a minimum of one year? (one shift per week)

If you answer "yes" to all of the above questions, we welcome you to continue pursuing a volunteer position at Mission Viejo Animal Services Center.

If you answer "no" to any of the above questions, it is possible that our volunteer program may not meet your goals as a volunteer.

If you feel your volunteer desires align with our program, please continue the application process by filling out the volunteer application on the next page.



MISSION VIEJO
ANIMAL SERVICES

Volunteer Application

Full Name: _____
Last First

Address: _____
Street Apt. #

City State Zip

Home Phone: _____ Cell Phone: _____

Email: _____

Emergency Contact: _____ Phone: _____

Relationship to volunteer: _____

Volunteer Positions - Check all you are interested in

- MUT (Maintenance Upkeep Team) Member
- Animal Services Ambassador
- Pet Pantry Volunteer

Availability - Check off the days and times you can commit to.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
8:30-11:30 AM							
11:00 AM - 2:00 PM							
1:00-4:00 PM							

Are you willing to commit to one shift per week, and a one year commitment? Yes / No

Experience

Do you have any experience volunteering? Yes No

If yes, when and for what organization? _____

List any skills and talents you have that would be helpful in determining placement in a volunteer position.

List any limitations that may affect your ability to volunteer (i.e. allergies, scheduling, physical conditions, etc.)

List any animal welfare organizations to which you belong or are affiliated with:

What are your thoughts on euthanasia? _____

Can you volunteer at this agency knowing that some animals are euthanized? Yes No

Where did you learn about volunteer opportunities at our facility? _____

Are you willing to attend (2) mandatory volunteer meetings a year? Yes No

Please list (2) personal or professional references:

Name	Relationship / Title	Company	Phone	E-mail

Are you able to commit to our program for a minimum of one year? Yes No

Any other information you would like to provide us with: _____

Mission Viejo Animal Services Center

Operating Philosophy

The Mission Viejo Animal Services Center is a *Pro-Humane* facility where animals are cared for until they're reunited with their owners or until they can be placed in new permanent homes.

The City of Mission Viejo is firmly committed to the pro-humane treatment of animals. Animals brought to the Animal Services Center are kept available for adoption for as long as they are not a threat to human safety and do not have major medical problems that cannot be satisfactorily resolved. Due to limited space, personnel and operating funds the Animal Services Center does restrict owner relinquished animals through an application for relinquishment process.

The staff at the Mission Viejo Animal Services Center is supported by volunteers who assist with shelter programs. These dedicated volunteers enable Mission Viejo Animal Services to provide quality animal care and services to the community.

Staff members and Mission Viejo Animal Services volunteers work together toward the shared goals of:

Providing the best care and implement programs that promote positive human - animal relationships

The Mission Viejo Animal Services Center provides an adoption program that includes the screening and review of individual application forms to ensure both responsible and long term homes for the animals in our care.

We believe that pet owners should be held responsible for their animals; therefore, Animal Services is fair but firm about the enforcement of animal related regulations. Animal Services Officers are urged to exhaust all reasonable efforts to reunite lost and stray animals with their rightful owners, rather than simply impound them at the Animal Services Center.

Do you understand these philosophies? Yes No

Are you 18 years of age, or older? Yes No

Have you ever been convicted of any felony? Yes No

Have you ever been convicted of a violation or attempted violation of Sec 243.4 of the Penal Code, a sex offense against a minor, or any felony, which requires registration pursuant to Sec 290 of the Penal Code? Yes No

I wish to participate as a volunteer with the City of Mission Viejo Animal Services Program. I understand that the information provided may be verified, and I give permission to the City of Mission Viejo to make inquiry of my references concerning my suitability to act as an Animal Services Volunteer. I realize that by filling out this application in no way guarantees my placement within the Animal Services Center. I also understand that if I am asked to volunteer, there is a 30 day probationary period and that this volunteer assignment requires verification of a current tetanus vaccine, prior to being placed as a volunteer. I also grant the City of Mission Viejo permission to use my likeness, voice, and words in television, radio, file, or in any form to promote the activities of the Mission Viejo Animal Services Program.

Date: _____

Signature: _____

Print Name: _____

*Due to the high volume of volunteer applications we receive, it takes our Center Coordinator up to four weeks to review new applications. If you haven't heard from us after four weeks of submitting your application, please contact our Animal Services Coordinator directly at 949-470-8404.