



Volunteer - Small Animal Assistant & Socialiser

(9am, 12pm and 12pm – 4pm shifts)

Aims

To assist the animal centre staff in maintaining the small animal facilities, ensuring the accommodation is cleaned to the agreed standard as set down by the Centre Manager. Where appropriate exercise, socialise and groom animals under the direction of animal centre staff.

Tasks and responsibilities

- To clean, disinfect and maintain to a standard of cleanliness set by management any or all of the following areas, as designated:
 - animal accommodation;
 - isolation and exercise areas;
 - food preparation area;
 - laundry and storage areas;
 - treatment facilities;
 - To spend time socialising with allocated animals as directed by animal centre staff.
 - To exercise animals as directed by the animal centre staff.
 - To groom animals as directed by the animal centre staff
 - To keep records updated as directed by the animal centre staff.
 - To attend appropriate training courses required for the role.
 - To follow all health and safety rules and guidelines, ensuring that any accidents or incidents are reported immediately, using the procedure set down by the Centre.
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Additional notes

All volunteers must ensure that they use the appropriate equipment that has been provided by the centre and that this equipment is returned to the Centre as directed at the end of the volunteering session. If a volunteer has any concerns or questions regarding a particular animal or their role, they should speak to a member of staff or the volunteer co-ordinator, if applicable, immediately.
