

The Riverside Animal Centre runs with the help of a large team of committed and enthusiastic volunteers. The work is not easy and is not always pleasant, but if you are someone that can find satisfaction in knowing that you have played a part in helping our animals in their time of need, then perhaps this work is for you.

This application form is specifically for those wishing to work in our Domestic Animal Unit (a separate form is available if you wish to work in the Wildlife Unit). Most of our volunteer work revolves around cleaning and feeding the dogs, cats and small animals in our care, as well as providing the animals with walks and exercise, grooming, and socialisation.

Domestic animal volunteers will also be required to carry out some stewarding duties and will therefore need to be willing and confident to talk to members of the public about the animals that are up for re-homing.

All volunteers must be over 17, physically fit and in good health and able to commit to one shift at the same time and day each week. In addition you must be available for duty at least 42 out of 52 weeks of the year and be looking to take this on as a long term commitment. We regret that we do not have opportunities available for seasonal work nor for those unable to work during school holidays.

Volunteer shifts are available every day from Monday to Sunday, and all bank holidays except Christmas Day and Boxing Day are worked as normal. The times of the shifts are shown below:

**Morning Shift 9.30-14.30**

**Afternoon Shift 14.30-19.00**

Volunteers will be trained to handle and care for the different types animals in the unit and must be prepared to learn and abide by strict protocols relating to husbandry, hygiene and health and safety. The work will involve cleaning indoor and outdoor cages and runs, walking dogs in the park where the centre is situated and assisting on public open and re-homing days.

Some domestic animals such as frightened dogs, feral cats and even small pets in unfamiliar surroundings may well inflict nasty or serious wounds and it is imperative that any restrictions on contact put in place by our staff are adhered to without exception. We reserve the right to summarily dismiss any volunteer who breaks these rules or who places the welfare of themselves, their colleagues or our animals in jeopardy.

To apply, please complete both sides of the form opposite, sign the bottom and return it to the address shown. If you are able to offer a second choice of shift this would be helpful in the event that your preferred shift is full. Once we have received your form one of our managers will contact you to arrange an interview and a tour of the facility.

## RIVERSIDE ANIMAL CENTRE VOLUNTEER RECRUITMENT PRE-APPLICATION CHECKLIST

*Our domestic animal rescue centre has to be run along the same lines as any similar professional facility, irrespective of the fact that most of our workforce are volunteers. As such, we have to ask that anyone seeking to join the team regards their role no less seriously than they would if they were being paid. Please read through the following list and tick all boxes only if you are absolutely certain that you can undertake the commitments or satisfy the conditions required. Thank you very much indeed.*

Please read each point and tick the box at the end of the line—thank you.	Tick
I am aged 17 or over and require no special permission to become a volunteer.	<input type="checkbox"/>
I am able to commit to working at least 42 out of 52 weeks per year.	<input type="checkbox"/>
I am normally available on bank holidays if I choose to work a Monday shift.	<input type="checkbox"/>
I am able to work as part of a team and help my colleagues as required.	<input type="checkbox"/>
I am physically able to undertake the cleaning and feeding of any pet animals.	<input type="checkbox"/>
I understand that some animals in isolation cannot be petted or cuddled.	<input type="checkbox"/>
I am willing to help on Open Days, Homing Days and fundraising events.	<input type="checkbox"/>
I am willing and feel confident to speak to members of the public	<input type="checkbox"/>
I am not prohibited from working with children or vulnerable adults.	<input type="checkbox"/>
I am honest and trustworthy and have no convictions for substance abuse.	<input type="checkbox"/>

*Thank you...now turn over and fill in your details. Please be sure to sign the disclaimer & return to Riverside Animal Centre, Beddington Park, Church Road, Wallington, SM6 7NN*

RIVERSIDE ANIMAL CENTRE  
DOMESTIC ANIMAL UNIT VOLUNTEER APPLICATION FORM

*Before completing this form, please ensure that you have read the other side and can tick all boxes. Thank you very much.*

FIRST NAME \_\_\_\_\_ SURNAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_ POST CODE \_\_\_\_\_

LANDLINE \_\_\_\_\_ MOBILE \_\_\_\_\_

E-MAIL \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

NORMAL OCCUPATION \_\_\_\_\_

DO YOU HAVE ANY MEDICAL CONDITIONS OR ALLERGIES THAT MAY HAVE AN EFFECT UPON YOU WHEN WORKING AS A VOLUNTEER? YES / NO

IF YES, PLEASE DESCRIBE \_\_\_\_\_

ARE YOU COVERED BY A CURRENT TETANUS VACCINATION? YES / NO

ARE YOU CONFIDENT THAT YOU ARE PHYSICALLY CAPABLE OF WORKING INDOORS AND OUTSIDE IRRESPECTIVE OF THE WEATHER? YES / NO

PREFERRED DAY \_\_\_\_\_ PREFERRED SHIFT AM / PM

ALTERNATIVE DAY \_\_\_\_\_ ALTERNATIVE SHIFT AM / PM

AREA OF INTEREST : CATS & SMALL ANIMALS    DOGS    BOTH  
(PLEASE CIRCLE)

ARE YOU WILLING TO HELP WITH HOMING DAYS, EDUCATION AND FUNDRAISING EVENTS WHEN SUITABLY TRAINED? YES / NO

**DISCLAIMER:**

Our work with wild and domestic animals necessarily involves a degree of risk from bites, scratches or contact with the hazards faced from working in a busy welfare centre. It is the founding ethos of the charity that individually and collectively we all agree to undertake our role at Riverside Animal Centre entirely at our own risk and to never seek redress against the Charity for any accidents which may occur. By signing below, you agree to be bound by this ethos and hereby offer your services as a volunteer, of your own free will and accord.

Signed \_\_\_\_\_ Date \_\_\_\_\_

# DOMESTIC ANIMAL UNIT VOLUNTEERING



THE RIVERSIDE ANIMAL CENTRE  
*Helping local wildlife and pets in crisis*



**The Riverside Animal Centre**  
Beddington Park, Church Road, Wallington, SM6 7NN  
Pet Unit Tel: 020 8669 8877 (Mon-Fri 9-6)



[www.riversideanimalcentre.org](http://www.riversideanimalcentre.org)  
Part of The London Wildcare Trust Registered Charity 1087273