



**NASSAU HUMANE SOCIETY**  
BRINGING PETS & PEOPLE TOGETHER

## Nassau Humane Society Volunteer Application

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Young adults between the ages of 12 and 15 must be accompanied by their legal guardian at all times. Applications and Waivers must be signed by legal guardian for young adults between the ages of 12 and 17. Children under the age of 12 are not allowed to volunteer. All Volunteers MUST be approved by Nassau Humane Society before volunteering.

**Please indicate age \_\_\_\_\_ . Date of Birth: \_\_\_\_\_**

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home# \_\_\_\_\_ Cell# \_\_\_\_\_

E-Mail \_\_\_\_\_ Company or School \_\_\_\_\_

We appreciate your desire to make a difference in the lives of animals waiting for their permanent homes. Please review the different volunteer opportunities and check all that interest you.

I would prefer to work with: Dogs \_\_\_\_\_ Cats \_\_\_\_\_ Both \_\_\_\_\_ Neither \_\_\_\_\_

I prefer to work:

Weekdays \_\_\_\_\_ Weekends \_\_\_\_\_ Mornings \_\_\_\_\_ Afternoons \_\_\_\_\_ Doesn't Matter \_\_\_\_\_

Housekeeping /Shelter \_\_\_\_\_

Foster Care \_\_\_\_\_

Dog Park Assistant \_\_\_\_\_

Pet Training/Therapy \_\_\_\_\_

Dog Park Pool Attendant \_\_\_\_\_

Remote Adoptions \_\_\_\_\_

Second Chance Resale Shop \_\_\_\_\_

Fundraising /Special Events \_\_\_\_\_

Cleaning the Cattery \_\_\_\_\_

Event Committees \_\_\_\_\_

Cat Socialization \_\_\_\_\_

Marketing/PR \_\_\_\_\_

Dog Walking \_\_\_\_\_

Landscaping \_\_\_\_\_

Cleaning Dog Kennels \_\_\_\_\_

General Maintenance \_\_\_\_\_

Miscellaneous duties at shelter \_\_\_\_\_

Animal Enrichment (Filling Kongs ect. ) \_\_\_\_\_

Please describe any special skills and interests that you would like to share with us:

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By signing below, I acknowledge that Nassau Humane Society (“NHS”) has warned me that working in an animal shelter with cats and dogs can expose me to animal bites/scratches and other injuries because all animals are unpredictable. I further acknowledge that I believe NHS has taken all reasonable precautions to protect me from injury, and that I expressly assume any risk. Finally, I acknowledge that I am undertaking my volunteer work willingly and of my own accord, and that I hold NHS harmless for any injuries that I suffer as a volunteer.

Nassau Humane Society will take all reasonable precautions to protect volunteer demographics and personal data and information will not be given to a third party.

**You must agree to the above terms to submit an application. A completed and signed waiver must accompany this application.**

*As a parent or legal guardian, I agree to the above terms for my young adult under 18 years of age and I submit his/her application.*

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

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Required under the age of 18 years old.)

Staff Signature \_\_\_\_\_

Return to: Volunteer Coordinator  
Nassau Humane Society  
639 Airport Road  
Fernandina Beach, FL 32034  
904-321-1647  
[volunteer@nassauhumane.org](mailto:volunteer@nassauhumane.org)  
[www.nassauhumane.org](http://www.nassauhumane.org)

*Thank you for caring to help our homeless animals. Please visit our website for more information about the Nassau Humane Society at [www.nassauhumane.org](http://www.nassauhumane.org)*



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**Nassau Humane Society Waiver**  
**NHS Second Chance Waiver**

**A completed volunteer application must be attached to this waiver. Anyone under the age of 18 must have a waiver signed by a parent or legal guardian.**

***Initial \_\_\_\_\_ Liability Waiver***

For valuable consideration, the receipt and sufficiency of which are hereby fully and forever release and discharge Nassau Humane Society and NHS Second Chance, its agents, employees, directors, officers, and all liability insurance carriers (collectively, "the Releases") from all claims, actions, damages, or judgments which I may have, now or in the future, against any of the Releases, for all personal injuries to myself or any other claims, known or unknown and/or arising out of the activities of myself as a volunteer. I hereby acknowledge that I am assuming the risk related to my activities as a volunteer of Nassau Humane Society or NHS Second Chance.

The policies, procedures, and objectives of Nassau Humane Society and NHS Second Chance have been explained to me and I agree to follow and abide by their guidelines. I have read this release, understand all its terms, and I execute it voluntarily and with full knowledge of its significance.

***Initial \_\_\_\_\_ Photo Release***

For valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and being sole and final compensation to which I am entitled, I hereby give Nassau Humane Society and NHS Second Chance, its successors or anyone acting under its authority or permission the absolute and unqualified right and permission to make, copyright, publish, or use photographs of me, or in which I may be included in whole or part, or reproductions thereof in color or otherwise anywhere and as often as desired, for art, advertising, commercial trade, public or private purposes; in any media, for any and all other lawful purposes whatsoever, which may, in its discretion, deem proper.

In addition, I understand and agree that such photographs, negatives, and transparencies shall remain the exclusive property of Nassau Humane Society and NHS Second Chance. It is my further understanding and agreement that by these presents do transfer and convey to Nassau Humane Society and NHS Second Chance any and all right, title, or interest I may have in these photographs, negatives, transparencies, or copies thereof and all monies, proceeds, or values that may be derived or received therefrom. I hereby warrant that I have full legal capacity to execute this release.

**Conviction**

**Have you ever been convicted of, plead guilty, nolo contendere, or no contest to a crime? Yes \_\_\_\_\_  
No \_\_\_\_\_**

If you answered yes, please explain (a conviction will not necessarily prevent you from volunteering):

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

**Print Name \_\_\_\_\_**

**If under 18, waiver must be signed by parent or legal guardian.**

**Minor consent (required for anyone under 18 years of age):**

I \_\_\_\_\_ (*parent/guardian*) give my consent for  
\_\_\_\_\_ (*volunteer*) to volunteer at Nassau Humane Society and NHS  
Second Chance according to the guidelines listed above.

**Signature of Parent/Legal Guardian \_\_\_\_\_ Date \_\_\_\_\_**

**Return to: Volunteer Coordinator Email: [volunteer@nassauhumane.org](mailto:volunteer@nassauhumane.org)**

**(904)-321-1647 ext 104 639 Airport Rd. Fernandina Beach, FL 32034**

[www.nassauhumane.org](http://www.nassauhumane.org)



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## **Nassau Humane Society Volunteer Code of Conduct**

### **Professionalism**

- Please dress in appropriate clothing while at the adoption center. Grass can be muddy, the kennels are slippery, and dogs sometimes jump. Please wear closed-toes shoes, a volunteer badge, and comfortable pants, shorts, or capris.
- Cell phone use should be limited. If you need to make a call or send a text, wait until you are not working directly with an animal. Focus and attention should be on the animals you are working with to ensure their safety, the safety of other animals and people around you, and to ensure they are getting proper enrichment.
- Nassau Humane Society is not responsible for lost or stolen items.
- Profanity, drugs, and alcohol are not permitted on property. To keep our animals and other volunteers/staff safe, you should never be under the influence while volunteering.
- Nassau Humane Society is a smoke/vape free facility. Please use the designated smoking area if needed.
- Friends and family are not permitted to join you while volunteering unless prior approval from a staff member has been received.
- Please be welcoming and speak with mindfulness and respect to other volunteers, staff, and guests visiting NHS.

### **Community Involvement**

- Be sure to identify yourself as a volunteer and always refer any questions or inquiries to NHS staff.
- Any posts on social media should state that you are a volunteer.
- Information regarding owner surrenders, staff, volunteers, clients, and donors is confidential and should not be discussed or shared outside of NHS.

### **Safety**

- Working with animals exposes you to risk of injury and spread of some diseases. By signing this, you are acknowledging and accepting these risks.
- Training is required for all volunteer opportunities to ensure safety and training consistency. Training requirements are listed in the role description. The volunteer

coordinator and other staff can also provide descriptions. Said descriptions may be modified at any time.

- Always treat animals with respect and patience. If you have a difficult animal, ask for assistance so that you can properly handle the animal or return them to their kennel. Aversive training methods and/or punishment (physical or verbal) are prohibited and may result in immediate dismissal.
- Please check-in with a staff member before handling an animal you have not handled before.

## **Reporting Concerns**

- Always report accidents and injuries to staff promptly.
- Report any sign of animal mistreatment by another volunteer, staff member, or guest immediately.
- Report any medical or behavior problems of an animal to staff.
- Discuss any problems with another volunteer or staff member with the volunteer coordinator.
- Discuss any problems with a guest to a staff member at the time of the incident.

## **Commitment to the program**

- Volunteers are responsible for scheduling shifts via Volgistics.
- Check in at the front desk upon arrival for your volunteer shifts to record your check-in and out times.
- Please stay up-to-date with email announcements and newsletters as they may contain important information regarding volunteer needs and any changes occurring at NHS.
- Nassau Humane Society reserves the right to revoke volunteer privileges to anyone with reported negative behavior or attitude towards the animals, staff and/or fellow volunteers. The goal of the volunteer program is to bring positivity into the lives of the animals, and any negative impact on the health of the environment will not be tolerated.

**I acknowledge that I received, read, and am responsible for knowing the NHS volunteer code of conduct described above.**

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

Print Name \_\_\_\_\_