# Pets Haven Volunteer Application


## Contact Information

|  |  |
| --- | --- |
| Title |       |
| Surname |       |
| First Name(s) |       |
| Address |       |
| Postcode |       |
| Home Phone |       |
| Work Phone |       |
| Mobile Phone |       |
| E-Mail Address |       |
| Preferred contact method | [ ] Home Phone [ ] Work Phone  [ ] Mobile [ ] Email |

## Personal Information (Mandatory)

|  |  |
| --- | --- |
| Date of birth |      /     /      |
| Gender | [ ] Male [ ] Female |
| Country of birth |       |
| Drivers Licence No |      |
| Passport Number, if no Driver’s Licence |  |
| Is your tetanus vaccination up to date? | [ ] No [ ] Yes  |
| Health conditions or allergies we should know about | [ ] No [ ] Yes, details:       |
| Do you have any prior convictions for fraud or offences involving animals or any other convictions other than minor traffic offences? (Australia or overseas) | [ ] No [ ] Yes If yes, please specify       |

Should you be charged or convicted with any of the above offences after commencing as a volunteer with Pet’s Haven Pro-Life Animal Shelter, you must inform the Volunteer Coordinator.

## Availability

What days/hours do you have available for your volunteer commitment?

|  |  |  |
| --- | --- | --- |
| Monday | [ ]  AM  | [ ]  A/NOON  |
| Tuesday | [ ]  AM  | [ ]  A/NOON  |
| Wednesday | [ ]  AM  | [ ]  A/NOON  |
| Thursday | [ ]  AM  | [ ]  A/NOON  |
| Friday | [ ]  AM  | [ ]  A/NOON  |
| Saturday | [ ]  AM  | [ ]  A/NOON  |
| Sunday | [ ]  AM  | [ ]  A/NOON  |
| Are you available to work public holidays? [ ] Yes [ ] No |

## Skills and interests

Please outline what skills and abilities you would bring to Pet’s Haven Pro-Life Animal Shelter as a volunteer..

Including any special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities, including hobbies or sports.

Please list your skills, abilities or qualifications here

Please number in order of preference only the areas that interest you.

 Cattery or Kennel Work   Fostering – dogs/cats   Events

  Administrative Work   Retail Shop Work

## Volunteer Experience

Have you been involved with the Pet’s Haven Pro-Life Animal Shelter previously?

[ ]  No [ ]  Yes, list involvement

Why would you like to volunteer at Pets Haven?

Please type your reason here

Have you volunteered previously or part of a community group such as Rotary, Girl Guides, Scouts etc?

If yes please list where you have been an active volunteer

Please list your previous/current volunteer roles here

## Work Experience

Please list your current or last place of paid work

|  |  |
| --- | --- |
| Your position |       |
| Organisation |       |
| Contact number |       |
| Contact person |       |
| Position |       |

Are you happy for us to contact this person as a verbal referee? [ ] Yes [ ] No

Are you currently a student at a Tafe/College/University? [ ]  No [ ]  Yes, study area

## Person to Notify in Case of Emergency (Mandatory)

|  |  |
| --- | --- |
| Name |       |
| Address |       |
| Postcode |       |
| Home Phone |       |
| Work Phone |       |

## References

Please specify two referees for us to contact (one must be a professional referee):

|  |  |  |
| --- | --- | --- |
|  | Professional referee | Personal referee |
| Name |       |       |
| Organisation |       |       |
| Relationship |       |       |
| Contact number |       |       |

## Agreement and Signature

I hereby apply for volunteer work with Pets Haven Pro-Life Animal Shelter. I agree to work in accordance with the organisation’s guidelines and accept the necessity to maintain confidentiality at all times. I also understand that Pets Haven Pro-Life Animal Shelter may change or delete any part of its volunteer program as it sees fit and therefore may no longer require my services.

|  |  |
| --- | --- |
| Name (printed) |       |
| Signature |  |
| Date |       |

## Our Promise

“We at Pet’s Haven Pro-Life Animal Shelter value our relationship with you and will treat any personal information we collect from you carefully. Pet’s Haven is bound by the National Privacy Principles contained in the Privacy Act 1988.”

Thank you for completing this application form and for your interest in volunteering with us.

## Office Use Only

|  |  |
| --- | --- |
| Date received |       |
| Date interviewed |       |
| Commencement Date |       |
| Department |       |