

The Humane Society for Tacoma & Pierce County
VOLUNTEER POSITION DESCRIPTION

VOLUNTEER POSITION TITLE: Trap-Neuter-Return Volunteer
DEPARTMENT: Community Cat Program
REPORTS TO: Community Cat Management Team, Volunteer Manager
LOCATION: 2608 Center St Tacoma WA 98409; work conducted at shelter site and assigned cat colony sites within Pierce County. On-site work is minimal, trapping is done within Pierce County.
ELIGIBILITY: Volunteers must be at least 21 years of age with a clean driving record
HOURS: Shifts available Monday-Friday starting between 7AM-8AM. Average shift lasts 4 hours.

VOLUNTEER POSITION SUMMARY: Trap-Neuter-Return (TNR) is a humane approach to addressing community cat populations. TNR improves the lives of cats, addresses community concerns, reduces complaints about cats, and stops the breeding cycle. Free Roaming Community Cats are humanely trapped, spayed or neutered, and then returned to their outdoor home. This position does not involve handling of cats (petting, holding, etc.)

ESSENTIAL DUTIES & FUNCTIONS :

- Under the direction of the Community Cat Management Team, set humane traps at approved colony sites.
- Transport trapped cats to Northwest Spay Neuter Center (NWSNC) for altering.
- Prepare admission forms for NWSNC for cat's alteration surgery.
- General care of traps and other equipment.
- Accurate cat colony tracking.
- Follow HSTPC policies regarding vehicle care.
- Timely communication with program manager regarding trap sites.
- Maintains full knowledge of THS community cat practices and procedures.
- Serve as a model for humane treatment of shelter animals to clients, volunteers and co-workers while actively promoting the Humane Society's mission.
- Performs other duties as assigned.

MINIMUM QUALIFICATIONS:

To perform this position successfully, an individual must be able to perform each essential duty well. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must be 21 years of age with a clean driving record
- Ability to follow detailed instructions.
- Ability to work effectively with other TNR volunteers.
- Ability to work independently and communicate effectively.
- Ability to work comfortably in underserved communities.
- Ability to tactfully deal with challenging questions or opposing viewpoints about Community Cats from the public.
- Must support the mission, programs and activities of the Society and act as an advocate for the organization.

Desired Experience:

- Previous experience with Trap-Neuter-Return

Knowledge, Skills and Abilities

Knowledge of (B/basic; J/journey; E/expert):

- Speak, read, and write in the English language (J)

Orientation and Training :

- Required: General Orientation
- Required: Community Cat Program Overview
- Required: Cat Behavior and Safety Class after assignment to program
- Ongoing: Hands-on in-field training provided by the Community Cat Management Team

Tools and Equipment Provided :

- All trapping equipment supplies provided by the HSTPC

Optional Tools and Equipment :

- GPS System (recommended)
- Hand sanitizer 60% alcohol or more
- Small garbage bags (provided upon request)

Skill and ability to:

	Never	Seldom 1%-10%	Occasional 11%-33%	Frequent 34%-66%	Constant 67%-100%
Stand				X	
Walk					X
Lift <10 lbs					X
Lift 10-25 lbs					X
Lift 26-50 lbs.		X			
Lift 51-75 lbs.	X				
Lift 76-100 lbs.	X				
Twist				X	
Reach				X	
Push and Pull				X	
Climb				X	
Sit			X		
Vision					X
Hearing					X

Interested in this volunteer position? Please submit an application to volunteer with the Humane Society for Tacoma & Pierce County by visiting our volunteer portal www.thehumanesociety.org/getinvolved. Applications are accepted at limited times throughout the calendar year and placement is assigned on an as-needed basis.