



MAUI HUMANE SOCIETY
VOLUNTEER JOB DESCRIPTION

POSITION TITLE: **MOBILE ADOPTION ASSISTANT**

PRIMARY PURPOSE: To assist Adoption Counselors with offsite pet adoption events at locations island-wide, including Queen Ka'ahumanu Shopping Center

REPORTS TO: MHS Adoption Counselors

WORK SCHEDULE: Saturdays and/or Sundays, morning through early afternoon

RESPONSIBILITIES:

- Assist in readying adoptable pets for event (including bathing)
- Event set-up, including mobile kennels, handout materials and displays
- Supervision of adoptable pets throughout the event
- Ensuring animals are taken care of, including proper hydration, exercise, rest, etc.
- Assisting the public in visiting with adoptable pets
- Providing information about MHS, including the adoption process and other
- Event tear-down and returning supplies in orderly/organized manner
- Assist in returning animals to the shelter and back to their kennels

REQUIREMENTS:

- Must be in good physical condition and present a positive and enthusiastic attitude
- Must be comfortable working in a hectic environment and handling a variety of unfamiliar dogs and cats
- Long pants and close-toed walking shoes are required
- Must be able and willing to follow directions from MHS staff
- Must be able to work well independently and with others
- Must feel comfortable working with the public

TRAINING: Training will be provided by MHS Adoption Counselors