

Thank you for your interest in our organization and in helping wildlife! At SaveThe Animals Rescue (STAR) Foundation there are many opportunities for volunteers to learn about the many species of wildlife found in New York while helping them recover from injuries, illnesses, and the trauma of being orphaned.

STAR rescues 500 to 1000 animals per year, and we depend on large numbers of reliable volunteers to keep the organization running. We cannot continue in our life-saving work without volunteers! We also operate Pet Line Lost and Found Service for our domestic friends. This is a 24 hour national service, also run by volunteers.

By making sure that we have enough volunteers scheduled to cover all tasks and shifts, we know the animals will have the care they need and deserve. Our facility is in operation 7 days a week, with a variety of shifts to choose from, depending on the volunteer position.

If you volunteer as a Wildlife Caretaker at the main facility, duties consist of feeding baby animals, cleaning cages, setting up habitats, doing laundry, washing dishes, preparing food and cleaning the facility. During the spring and summer months there are hundreds of hungry mouths to feed round the clock every day.

Wildlife Rescuers and Wildlife Transporters play a vital role in the rehabilitation process. Rescuers and Transporters are dispatched by STAR to respond to calls from the general public regarding an animal in need, and then head out to assess the situation or retrieve the injured animal.

There are also opportunities to transport donations, help at fund-raising events, do landscaping and construction projects, and assist in the office.

There are so many diverse opportunities, and all of the volunteer positions are important. We require a serious commitment in all the jobs to make sure that these animals survive. The work is hard, but rewarding. The experience is one most people will never have and one that our volunteers will never forget!

## VOLUNTEER JOB DESCRIPTIONS

### Wildlife/Animal Caretaker

A Wildlife Caretaker works at our facility in Middle Island, NY. The spring and summer months (baby season) is the busiest for STAR, when we receive hundreds of orphaned mammals and birds, as well as injured adults. Volunteers help the staff and interns feed baby animals, clean cages, wash bedding, dishes, and implements and do general cleaning. During the fall and winter, when we see fewer animals the work shifts more towards cleaning and organizational projects, as well as assisting with feeding and medical care.

**Training will be provided. This position requires a commitment of at least one 6 hour or two 4 hour shifts each week.**

### Wildlife Rescuer/Transporter

STAR receives calls 7 days a week, 24 hours a day, concerning wild animals in need of help. A Wildlife Rescuer helps us respond to those calls by releasing wild animals from live traps, picking up contained animals and transporting them to a drop-off point, and rescuing sick or injured animals. Rescuers must participate in at least one training class. Transporters transport animals to and from our facility to a vet or off-site rehabilitator. Both positions require a dependable car, and the ability to follow directions. While dealing with the general public, you will be representing STAR Foundation, and must be professional and compassionate.

This is a critical position as many calls need immediate response, and could be located anywhere on Long Island. We do try to keep volunteers as close to home as possible.

**Training classes given in spring. Volunteers are called off a list, depending on the type of call and distance, and must respond to at least 80% of the rescues requested.**

## **Maintenance & Construction**

Volunteers in Maintenance & Construction assist with the construction of enclosures, furnishings such as climbing platforms, shelters, and nest boxes, grass mowing, gardening and planting, and snow shoveling. STAR also needs the assistance of electricians, plumbers, welders, and other specialty trades-people.

## **Office & Administration**

Office & Administration volunteers assist the management team with tasks such as answering phones, filing, data entry, mailings, and operating the Pet Line Lost and Found Service. We need people to help us write our newsletter, and write for donations and grants.

## **Special Events and Programs**

Special Events volunteers assist with set-up and clean-up and staff booths at events. We need educators to bring programs to scout groups, clubs and schools. Some of these programs will involve live animal demonstrations, and will require hands on training with the animals.

## **Donation Transporter**

STAR relies on donations of goods such as produce, building materials, cages and supplies. Donation transporters pick up the items from the vendors or donors and transport them to the Middle Island facility. A truck or SUV is helpful, but not always necessary, for this work.

## **Domestic/exotic Animal Adoptions**

Star also rescues abandoned animals such as ferrets, birds and snakes. Actually, you name it, we might see it. Some animals are illegal to be kept as pets, so they stay with us or are placed in appropriate facilities. Some are unwanted exotic pets. These animals need to be re-homed, and we need people who can help us interview and screen potential adopters. Once placed, we often do follow-up visits or call updates.

All of these jobs require a commitment. No one can be available all the time, but if you volunteer to be somewhere to do any of these jobs, we must be able to count on you to be there. There is no paid staff at STAR Foundation. We care for living creatures who are confined and totally dependant on us while they are in our care. We can be flexible, but the phones must be answered, the rescues must get done, and the animals must be fed, cleaned and treated, no matter what!! If you are not dependable, please do not apply to volunteer.

A volunteer who cancels without cause, does not show up for their shifts, or does not respond to rescue calls, will be removed from the volunteer roles.

If you find that you are no longer able to continue your volunteer work with STAR, we ask that you give us at least two weeks notice so we can find a replacement.

# Volunteer Application

*Thank you for your interest in volunteering with Save The Animals Rescue (STAR) Foundation*

Please complete this application and return it by mail, fax, or e-mail.

Name \_\_\_\_\_

Date of Application \_\_\_\_\_

Address \_\_\_\_\_

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

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Occupation \_\_\_\_\_ Employer \_\_\_\_\_

May we contact you at work? Yes No Work Zip Code \_\_\_\_\_

Best Days to Call \_\_\_\_\_ Best Time to Call \_\_\_\_\_

Do you attend school? \_\_\_\_\_ Where? \_\_\_\_\_

Do you meet our minimum age requirement of 18 years old? Yes No

If not, what is your age? \_\_\_\_\_

Do you have a valid NYS Driver's License? \_\_\_\_\_

What kind of vehicle do you drive? \_\_\_\_\_

In case of emergency, contact:

Name \_\_\_\_\_ Phone \_\_\_\_\_

Why do you want to volunteer for STAR Foundation? \_\_\_\_\_

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Please describe any experience, knowledge, or studies of animals

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Do you hold any permits or licenses that would apply to this job? (ie: licensed vet tech or NYS wildlife rehabber)

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Please describe any conditions that may prevent you from engaging in certain volunteer activities (i.e.: heart disease, back problems, allergies):

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Are you currently or have you ever been employed by or volunteered for another wildlife rehabilitation organization? If so, when and where?

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There are many ways to get involved as a STAR Volunteer. Review the job descriptions in your information packet and indicate which job(s) are of interest to you:

Wildlife/Animal Caretaker	Construction Projects	Special Events
Wildlife Rescuer/Transporter	Donation Transporter	Office & Administration
Grounds Maintenance	Education Presentations	Pet Adoptions

Please indicate your availability (days or evenings, weekdays or weekends):

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*I have read the volunteer information and I am interested in making a commitment to STAR Foundation and to the animals by assisting in this work as indicated above. I agree that if I am chosen as a STAR volunteer that I will do my best to care for the animals placed in my hands and treat them, and my fellow volunteers with the respect that they deserve.*

Signature\_\_\_\_\_

Date\_\_\_\_\_

*I agree to sign a waiver releasing STAR Foundation from liability for any injuries I may incur while volunteering for this organization.*\_\_\_\_\_