



## Position Guide and Requirements



### **Working Shift Opening(s):**

- 1) Level-1 Volunteer - Must be available for initial training (3-4 weeks) on one of the following days of the week (Sat or Sun) from 10AM to 2PM until you have been passed off on initial Level-1 tasks (typically this takes 4 weeks). Once initial training is completed you will be moved to a Morning-Afternoon shift (10am – 2pm) on Monday or Wednesday, based on WRCNU Needs and your stated availability. You must commit to working thru the end of August (a minimum of 4 months after initial training is completed; *Example: Every Wednesday 10am to 2pm, first of April – through end of August*).

**Orientation Shift:** The first four (4) hour shift will include completion of volunteer application, a short PowerPoint Presentation on what to expect, and a facility tour/orientation. This shift **MUST** be completed before your initial Training Shift is scheduled.

**Training/Work Shifts:** Volunteers will be trained on-site in a variety of wildlife care and husbandry tasks. Level-1 volunteers will start with songbird and small game bird husbandry, with opportunities to progress to other areas.

At two (2) months of Level-1 continuation training and your consistent attendance, Advanced Positions may be made available for Level-1 Volunteers to apply. The Advanced Position availability MAY be adjusted as deemed appropriate by supervisor and /or staff, and advancement will be based on attitude and aptitude of each trainee.

Due to being a volunteer based organization, at least 30 minutes of every shift will be spent doing housekeeping tasks. It is important to keep up on facility cleanliness in order to provide the best care possible for our patients and to keep the work environment as pleasant as possible.

### **Level-1 Volunteer Responsibilities:**

- Songbird Basics: Identification, Diet and Nutrition, Daily Husbandry (cleaning cages), Catching and Restraint, proper Observation.
- Housekeeping: Laundry, sweeping and mopping certain areas, cleaning animal food dishes and tools.
- Caging Set-up: Keep the animals safe, secure and active while minimizing human contact and potential captivity damage.
- General Diet Preparation: Learn diets for various species.

Please note that in order to give our new volunteers the best training possible, positions will be limited. As volunteers complete Levels of training and apply for Advanced Positions, this will allow entry positions to open up for new applicants.

## Position Guide and Requirements (cont.)

We may also have morning/afternoon positions available in the future, so if you did not make it this time around or the timing was not right for you, keep checking here regularly! We look forward to working with you!

**Due to Covid-19:** We require all of our staff and volunteers to be fully vaccinated for Covid-19, to include boosters. We will require proof of vaccination or proof of registration for your vaccination, followed by proof of vaccination.

While volunteering at the facility, we are asking volunteers to adhere to the following procedures:

It is imperative that every single one of us follow the guidelines the CDC has outlined.

- Frequent hand washing. Wash for at least 20 seconds following the directions hung on the bathroom mirrors.
- If you are not feeling well, have a fever, or you are not actively practicing strict social distancing, please do not come in. This could potentially put our program at risk.
- Cover your coughs and sneezes with the inner part of your elbow or a tissue. If you use a tissue, throw it directly into the trash and wash or sanitize your hands.
- Do not touch your face.
- While at the center, please try to limit the number of people in an area. We are asking all volunteers to adhere to the 6 ft. distancing whenever possible. If you are going into an area that is occupied by more than two people and you are not able to maintain a 6 ft. distance, find another task until the area opens up.
- While not at the center, it is just as important to keep up these practices to ensure you do not bring the virus to the center.

In order to ensure that we are able to stay open to care for animals we must all do our part and make certain we are protecting each other.