

Pause for Paws Volunteer Canvassing Handbook

Community Outreach with Purpose and Professionalism

1. Welcome to the Outreach Team

Thank you for stepping forward as a volunteer canvasser for Pause for Paws Animal Sanctuary. Your presence in the community helps us amplify our mission: providing ethical, compassionate care to animals—and educating others on how they can help.

Canvassing is more than passing out flyers. It's about building trust, sparking conversations, and leaving a positive impression. You are the face of Pause for Paws in the field.

Before you begin, please note:

- **A volunteer agreement, application, and contract must be signed** before active canvassing.
- **Uniforms are not required**, but a **visible Pause for Paws badge is mandatory** at all times while representing the sanctuary in public spaces.

2. Canvassing Zones & Materials

Approved Locations:

- Residential neighborhoods
- Local businesses (with permission)
- Parking lots (where legally permissible)
- Parks and public walkways
- Tabling events or markets (pre-approved)

Do NOT canvas:

- Private property without consent
- Any location with posted signage against soliciting
- Government buildings, hospitals, or schools unless expressly approved

Materials Provided:

- Flyers and brochures
- Posters
- Business cards
- QR-code handouts for online donations
- Staff badges and lanyards

Carry only what you need and keep items tidy and accessible.

3. Etiquette & Engagement

First Impressions Matter:

- Dress neatly and respectfully for the weather and location.
- Smile, introduce yourself, and offer a handout calmly.
- Use this intro: *"Hi, I'm a volunteer with Pause for Paws Sanctuary—we work to provide ethical care and lifelong recovery for animals. Here's a bit about our work—every flyer we share helps an animal find a better future."*

Key Do's and Don'ts:

- ✓ Do remain kind even when someone isn't interested
- ✓ Do leave flyers neatly at businesses with permission only
- ✗ Don't tape or staple materials where prohibited
- ✗ Don't pressure people or solicit money directly during casual drop-ins
- ✗ Don't misrepresent Pause for Paws' values or services

If a business wants to get involved:

- Offer them a partner contact card or write down their info for Eric or Trent to follow up
- Never promise services or commitments on behalf of leadership

4. Staying Safe and Respectful

- Always canvass **in pairs or with a check-in system**
- Do not enter any home, vehicle, or enclosed space under any circumstances
- If you feel unsafe or are asked to leave a location, thank them and walk away without argument
- Be mindful of accessibility and tone—speak clearly, respect cultural cues, and never block pathways

If law enforcement or business management approaches you, show your badge and calmly explain your role. If needed, contact your team lead or Eric directly.

5. Wrapping Up & Reporting In

When you're done canvassing for the day:

- Dispose of or return unused materials
- Submit a short report (verbally or by form) covering:
 - Where you canvassed
 - How many flyers distributed
 - Any notable interactions or leads
- Share photos (if appropriate) for social media or recordkeeping
- Reflect! What felt impactful? What could be better next time?

Contact Info for Questions or Materials: Eric McAllister – President / Handler Lead: (520) 237-3035
Trent McAllister – Operations & Outreach Coordinator: (520) 237-2325

Thank you for being an extension of our ethics and compassion. You're not just spreading the word—you're paving the way for real change.