**Volunteer Job Description**

**Title: Kitten Wrangler**

**Reports to:** Fill in appropriately

**Purpose of Position**: To provide care for cats and kittens at outreach and help facilitate adoptions at offsite adoption locations.

**Duties and Responsibilities**:

* Know and communicate Your Organization’s adoption policies, including the rationale behind the policies
* Assist in the daily care of cats/kittens
* Maintain kennel cleanliness
* Refresh litter, water, food, and bedding as needed
* Ensure all visitors sanitize hands before interacting with any cat/kitten
* Assist potential adopters with meeting cats/kittens in kennels
* Enforce proper cat/kitten showing and handling protocols

**Qualifications:**

* Self-directed
* Knowledge of Your Organization’s adoption policies, kitten showing protocols, and kennel sanitation procedures
* Proven ability to handle cats safely
* Strong interpersonal skills
* Ability to squat, bend, twist, lift, use a step ladder (to reach top kennels) or stand for long periods when working directly with animals

**Training Requirements**:

* General volunteer orientation
* Additional training with a staff member. Once the additional training has been completed, volunteers will receive an orientation at the offsite adoption center where they will be volunteering.

**Age Requirement:**

* Must be at least 18 years old to volunteer alone. Ages 14 – 18 must volunteer with a parent.

**Time Commitment:**

* 1-2 shifts per month on a Saturday or Sunday from 12pm-4pm

**Volunteer Benefits**:

* Maintaining the health and happiness of offsite cats/kittens
* Making a difference by helping cats find their forever homes