

Community Outreach and Events Volunteer

Objective

Volunteers attend outreach events with the purpose of educating the community about ARL's mission, services and programs while accepting donations from the public. We have a wide variety of events from local libraries, to public parks, to VFWs and many more!

Supervisor

Volunteer Coordinator or designated team member

Essential Functions

- Assist staff with the coordination of events
- Escort an adoptable animal
- Talk to the public about ARL services and programs
- Interact with the public in a helpful and courteous manner
- Help with the promotion of special events
- Assist with set up and event preparation
- Assist with merchandise transactions during events
- Other duties as assigned

Requirements

- Minimum age of 18 years
- Ability to follow instructions from staff and work with minimum supervision
- Extroverted personality and excellent attention to detail
- Self-motivated, mature and dependable
- Good organization skills
- Enjoy working with all types of people
- Ability to read, write and speak English
- Possess good customer relations skills
- Concern for the welfare of animals and supports ARL policies and mission
- Serve as an ambassador for the ARL in our community

Training & Support

- Attend a Volunteer Orientation
- Complete mandatory Public Outreach Training

Time Commitment

- Depends on Special Event schedule; mostly takes place offsite on weekends.

Dress Code

- ID tag badge and Volunteer t-shirt
- Business casual and neat attire
- No gym attire or worn clothes