Volunteer Application

Cat Rescue Adoption & Foster Team (CRAFT)
P. O. Box 6441, Bend, OR 97708
(541) 389-8420 or 312-0054

Thank you for your interest in volunteering with CRAFT – Cat Rescue, Adoption & Foster Team. We are a nonprofit, no-kill, all volunteer organization providing care and shelter to homeless cats and kittens with the primary goal of finding permanent, loving homes for each one. Cat caregivers are needed 365 days a year. These wonderful volunteers are vital to the success of the organization. Please complete this application, read and sign the agreement and return the application to CRAFT. After your application is reviewed, a CRAFT volunteer will contact you with further information.

Name _____ Date _____

Address _____

City _____ Zip _____

Home Phone _____ Work Phone _____

Cell Phone _____ E-mail _____

Requirements for Cat Caregivers: You must be over 18 years of age*, have medical insurance, transportation and adequate vehicle insurance, and be able to commit to a minimum of four hours at least four days per month for six months. Caregivers must have an up-to-date tetanus vaccination (these are good for several years). Some training may be required. Duties may include cleaning the cattery and cages, changing litter, feeding, grooming and interacting with the cats and kittens, assisting with adoption events, helping with paperwork and mailings, transporting animals, picking up donations and supplies, home fostering cats and kittens, and special projects.

* Those under age 18 can help out if accompanied by a parent, or a responsible guardian over age 18. The parent or guardian must complete the CRAFT application and agreement.

Please complete the following information.

How did you hear about CRAFT?

Why do you want to volunteer with us?

☐ Do you have medical insurance? ☐ yes ☐ no

Do you or anyone in your household have allergies to cats? ☐ yes ☐ no

What hours would you be available? (please circle)

Mornings:	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Holidays	On Call
Afternoons:	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Holidays	On Call

Have you ever volunteered with any other organization(s) ☐ yes ☐ no
If yes, where and what were your responsibilities?

Do you have experience with animals? ☐ yes ☐ no If yes, please describe:

Do you have pets? ☐ yes ☐ no If yes, are all of your pets spayed/neutered? ☐ yes ☐ no
If they are not, why not?

If no, have you ever had pets? ☐ yes ☐ no If yes, what happened to them?

Please list any special skills, training or experience you have with animals or nonprofit organizations:

Please list a contact person and phone # of the organization(s)

Is this volunteer request for court ordered community service? ☐ yes ☐ no

Is this volunteer request for school community service or credit? ☐ yes ☐ no

Name and number of contact person:

Please check the volunteer opportunities that interest you:

☐ Foster care – Care for cats and/or kittens awaiting space in the facility or those needing more individualized or special care until ready for adoption. These could be mom cats with young kittens, young orphaned kittens, cats and kittens that need socializing, or adult cats recovering from surgery or those that do not do well in a multi-cat environment. Food, litter, cages and other supplies, as well as medical care, will be provided by or through CRAFT. Foster caregivers are to have their own cats fully vaccinated, and waive any and all claims against CRAFT, its volunteers and directors for any personal injury, injury to family and others, injury to pets and property damage resulting from volunteer work with CRAFT. A visit to your home will be scheduled so we can confirm that you have safe, adequate space for the foster animal(s).

☐ Adoption Events/Fairs – Help with outreach, preparing paperwork, distributing flyers and assisting at various adoption events throughout the year. Most events take place in the spring and summer, with a major adoption event held in early December. These events usually take place in Bend but sometimes are held in Sisters and other outlying communities. Volunteers help with setup and take down of tables, cages, etc., transporting cats to and from the event, distributing flyers and information, and assisting at the event with adoptions, interacting with potential adopters, etc.

☐ Weekly Adoptions – Visitors and potential adopters are welcomed into the cattery on most Sunday afternoons except when the cats and volunteers are attending adoption event. Help is needed at the cattery on Sundays between 1 and 4 PM to show visitors the cats and kittens and to help with adoption applications.

☐ Cat Transportation – Daytime transportation of cats to and from vet appointment, groomers, etc. May also include responding to calls from local shelters to pick up cats that are headed to the euthanasia room but can be released to CRAFT – usually these have to be picked up the same day.

☐ Trapping and Transporting – Arguably the most challenging work, dealing with the public and government agencies to help trap or remove cats and kittens from where they are not wanted and are at risk; or helping people get a cat overpopulation problem under control in their area. Some of these cats will be feral or semi-feral; some of the people involved may be difficult. Special training is required.

☐ Publicity/Newsletter/Website/Photography – Creative writing skills can be put to good use, as can knowledge of websites, and photos of the cats are needed as they are admitted into the program.

☐ Clerical – Help in filing paperwork, logging in contact information and keeping mailing lists up to date, writing thank-you notes and general correspondence.

☐ Phone Calls – Another challenging job, taking calls from people who are either looking for a pet and need initial screening, and calls from people who have a cat "problem" of some sort and want help in placing a cat or getting a cat overpopulation situation under control. Must be tactful and patient.

☐ Outreach – Volunteers who are not shy about asking for donations of funding or supplies from businesses and individuals; recruiting additional volunteers; requesting capital items such as a copier, computer equipment, etc.; requesting various professional services.

☐ Grant Writer – Volunteers who have experience in seeking out and writing grant requests to keep the organization solvent. (Regular donations and adoption fees are unfortunately not adequate.)

☐ Supplies/Donations Pickup – Volunteers would be those who are able to pick up donations from businesses and individuals as appropriate, and supplies as needed from various locations.

☐ Handy-person – Volunteers who are good a small fix-it projects, painting, etc.

☐ Other Help/Suggestions/Ideas:

Comments and other things you want us to know about you:

Volunteer Agreement

In consideration of this opportunity to volunteer as a Cat Caregiver for CRAFT, I agree to the following terms and conditions:

1. I will abide by the mission, rules and policies of CRAFT while I am a volunteer.
2. I will participate in training programs as necessary.
3. I agree to a background check being conducted, and to a home visit (if fostering).
4. I understand that no compensation is provided for time donated, gasoline or other expenses.
5. I will uphold a commitment of at least four half-days per month for six months.
6. I will maintain the dignity and integrity of CRAFT and will honor confidential information.
7. I understand that CRAFT may refuse a volunteer application for any reason.
8. I will provide notice in writing to CRAFT if I am unable to complete or continue my volunteer commitment.
9. I have accurately and truthfully completed the Cat Caregiver Volunteer Application.

I acknowledge that my services are provided strictly on a volunteer basis, without pay or compensation of any kind, and without liability of any nature on behalf of CRAFT.

I recognize that in handling animals and performing other volunteer duties, there exists the potential for risk of injury, including physical harm. All duties to be performed by me are at my own risk. I waive all claims against CRAFT, its directors and other volunteers for all personal injury to me and others associated with me, my own animals, and property damage resulting from volunteer work with CRAFT.

_____ Volunteer Signature

_____ Date

_____ Print Name

OFFICE USE ONLY

Date received _____ Date contacted _____

Contacted by _____ Date of training _____

Training completed _____ Name of trainer _____