

Kitsap Humane Society Volunteer Positions

Animal Care Positions

Dog Walker: Dog Walkers take the dogs housed in our Main Kennel for potty breaks and walks along our walking trails, while reinforcing positive interactions with humans.

Small Dog Walking & Socialization: Small Dog Walkers take the dogs housed in our Small Dog Room and Puppy Room for potty breaks and walks along our walking trails, while reinforcing positive interactions with humans.

Dog Kennel Cleaning Assistance: Dog Kennel Cleaning Assistants help KHS staff deep-clean the dog kennels in our shelter during our morning cleaning hours, so that our shelter dogs can enjoy clean living spaces.

Cat Room Cleaning Assistance: Cat Kennel Cleaning Assistants help KHS staff deep-clean the Cattery kennels during our morning cleaning hours, so that our shelter cats can enjoy clean living spaces. As they gain experience, Cat Kennel Cleaning Assistants may also be asked to help clean other feline holding areas such as our Feline Assessment room.

Receiving/Admissions Assistant: Receiving/Admissions Assistants assist staff in our Receiving office as they take in stray and owner-surrender animals. Receiving/Admissions Assistants complete tasks including setting up kennels for incoming animals, cleaning Receiving office kennels, weighing animals, restraining animals for vaccinations, tracing microchips, and restocking supplies.

Laundry & Dishes: Laundry & Dishes volunteers assist KHS staff with washing, folding, and restocking laundry, and also assist with washing and sanitizing food dishes, cat litter scoops, and other non-porous items.

Cleaning Crates: Crate Cleaning volunteers wash and sanitize travel carriers and pop-up crates that are used by the Rescue Me and Adoption Outreach programs.

Canine Behavior Program Positions

Relaxation Facilitation: Relaxation Facilitators give dogs breaks from the noisy, stressful shelter environment by spending quiet time with them in designated rooms or in one of our fenced grassy areas.

Canine Assessments: The Canine Assessment Team evaluate the behavior of our shelter dogs using a variety of tests, such as the nationally recognized S.A.F.E.R. test. Based on the information collected during this assessment process, our Behavior Coordinator will determine what home environment would be the best fit for each dog.

Counsel Courtesy Team: Using positive reinforcement, members of the Counsel Courtesy Team work with our shelter dogs to help them develop good manners while meeting with prospective adopters. This includes teaching some basic commands.

Mod Squad: Members of the Mod Squad work with KHS's Behavior Department and KARE to provide behavior modification exercises for specific shelter dogs with behaviors that may be a potential barrier to adoption, or behaviors that may be the result of stress.

KARE Behavior Internship: The KARE Behavior Internship is hosted by Kitsap Animal Rescue & Education (KARE). The KARE Behavior Internship is a 12-week long intensive course during which interns work with KHS dogs in an effort to gain a better understanding of dog behavior. The interns then apply this knowledge to help our shelter dogs have a lower stress level while at KHS and to correct behavior problems that may be a barrier to adoption.

Feline Program Positions

Cat Socialization: Cat Socializers provide the cats housed in our Cattery with affection and attention by petting them, playing with them, brushing them and giving them treats.

Feline Assessment: Feline Assessors evaluate the behavior of each cat using a specific set of actions. Based on the results of this assessment process, our staff can determine what home environment would best fit the needs of each cat.

Community Cat Project Assistance: Our Community Cat Project is a Trap, Neuter, Return (TNR) program that serves our community with the goal of reducing the feline overpopulation problem by sterilizing feral cats and other un-owned “community” cats. Community Cat Project Assistants help canvass neighborhoods for these cats, set live traps, collect live traps, and transport the trapped cats to and from their spay/neuter surgeries.

Rescue Transfer & Transport Positions

Rescue Me Team: Rescue Me Team volunteers may fill a variety of positions related to transferring at-risk animals to KHS, including driving the animals from other facilities to our shelter, greeting and unloading the transfer animals when they arrive, and inputting the transfer animal’s information into our shelter database.

Animal Transport: Animal Transport volunteers drive shelter animals to and from a variety of places in Kitsap County and beyond, for a variety of reasons. This can include transporting animals to rescue organizations, grooming appointments, off-site training sessions, rehabilitation/physical therapy, and remote adoption sites.

Adoption Program Positions

Adoption Counselor: Adoption Counselors meet with prospective adopters to help them find a pet that will be a good fit for their home and lifestyle. The goal of Adoptions Counselors is to find our adoptable pets life-long homes, and to educate adopters and potential adopters.

Adoption Outreach: Adoption Outreach volunteers help at any one of our many off-site adoption events. This may include adoption counseling, dog walking, cleaning cat kennels, transporting animals between the shelter and the adoption site, and adoption processing.

Customer Service & Data Entry Positions

Photo Team: The Photo Team is responsible for taking attractive, appealing photos of our adoptable animals so that we can utilize these photos on our website, Petfinder, social media, and in advertisements. Photo Team volunteers may choose to take photos of the animals, or may assist other photographers by handling the animals while they are being photographed.

Petfinder Team: Petfinder Team volunteers help KHS animals get adopted by updating their online biographies and photographs, so that potential adopters can learn about our adoptable animals online.

Customer Service Assistant: Customer Service Assistants assist Customer Service staff in a number of ways, such as helping by answering customer questions, answering phone calls, setting up adoption counsels, assembling adoption packets, and restocking the customer service area.

Data Entry Assistant: Data Entry Assistants assist our Customer Service staff by entering ARC's (adoption report cards) into each animal record, managing the "move log" and printing kennel cards. Data Entry Assistants may also work with the Rescue Me program to create records for the animals we transfer to KHS from other animal welfare agencies.

Vet Services Positions

Vet Services Assistant: Vet Services Assistants provide much-needed help for our busy Vet Services department by completing tasks such as cleaning isolation and recovery kennels, providing supportive care/treatment for sick and injured animals, scrubbing surgical instruments and wrapping surgical packs.

Other Volunteer Positions

Special Events Volunteer: KHS hosts a variety of Special Events each year including Animal Krackers (auction), PetsWALK (walk-a-thon), Fore the Animals (golf tournament), and a variety of smaller events including parades. Special Event volunteers can fill any number of roles at these events, including manning information booths, event set-up/tear-down, walking in parades, and filling a variety of other important assignments that are needed to make the Special Event a success.

Operations Assistant: The duties of the Operations Assistant can range from assisting with daily cleaning such as mopping floors and collecting trash to assisting with carpentry projects.

PR & Development Assistant: PR & Development Assistants assist the Marketing & Events department and the Development department with a variety of tasks including data entry, filing, making copies and assembling donor packets. Depending on the volunteer's skill set, tasks may include assisting with promotions/graphic design, grant-writing, and other assignments.

For more information about any of these volunteer positions, or to get involved, please contact us at volunteerdept@kitsap-humane.org.

