



PO Box 336, Westbrook ME, 04098 www.arlgp.org (207)854-9771 (207) 854-4105 FAX
Physical address: 449 Stroudwater St, Westbrook ME

Volunteer Program



Our Mission

To provide temporary care and shelter for stray, abandoned and relinquished animals, and to place as many as possible into responsible and caring homes. To create awareness and support for the humane treatment of all animals. To end animal overpopulation through education and the promotion of spaying and neutering.

Contact Information

Volunteer Coordinator
Teri Robinson
854-9771 ext 109
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Volunteer Requirements

VOLUNTEERS MUST BE AT LEAST 16 YEARS OF AGE TO VOLUNTEER ON HIS/HER OWN. AGES 13-15 MAY VOLUNTEER IF ACCOMPANIED BY A PARENT OR GUARDIAN. ALL VOLUNTEERS MUST HAVE CURRENT HEALTH INSURANCE. WE STRONGLY RECOMMEND THAT YOU HAVE A CURRENT TETANUS VACCINE.

Time Commitment

WE ASK THAT YOU MAKE A COMMITMENT OF AT LEAST TWO HOURS A WEEK FOR 6 MONTHS. IF YOU ARE UNABLE TO FULFILL THIS REQUIREMENT, PLEASE SEE THE COMMUNITY SERVICE SECTION. ALSO, IF YOU ARE LOOKING TO VOLUNTEER TO FULFILL A COMMUNITY SERVICE RESTRICTION, PLEASE SEE THIS SECTION FOR RESTRICTIONS. BELOW ARE OUR HOURS OF OPERATION:

Monday, Tuesday, Wednesday & Thursday

11a.m. to 5 p.m.

Friday 11 a.m. to 6 p.m.

Saturday 10 a.m to 4 p.m.

closed Sunday and major holidays

Volunteer Opportunities

- **Administrative Assistant:** Help with photocopying, mailings, filing, data entry, and donation acknowledgments.
- **Building and Grounds Maintenance:** Working on various projects and building maintenance such as painting, changing light bulbs, and minor carpentry jobs.
- **Cat Adoption Counselor (must be 18yrs):** Assist potential adopters with their selection of an appropriate cat, and explain adoption procedures. Supervise the kennel areas and be available to answer the public's general questions.
- **Cat Caregiver:** Assist with the general care of the cats, such as cleaning cages, checking food and water supply, grooming, and socializing the animals through affection and play.
- **Critter Care:** Assist with cleaning cages for our rabbits and small animals. Spend time socializing, and getting them accustomed to being handled. Maintain cleanliness of the room and monitor food and water supplies.
- **Dog Walker (must be 16 yrs):** Help to socialize/exercise the dogs in our care by walking them on our mile long groomed trail system, and help to improve basic manners. Assist kennel staff with monitoring the public kennels for cleanliness.
- **Kennel Cleaner** – Assist kennel staff with daily cleaning of kennels. This requires dog walker training.
- **Doggie R&R (must be 16):** Help to lower the stress and arousal level of the dogs by spending some quiet time, reading to them in their kennels. Time is also spent on improving general manners.



- **General Shelter Care:** Assist with general cleaning, dishes, laundry, mopping floors, windows, organizing our storage areas, restocking supplies etc.
- **Greeter:** Welcome the public. Answer basic questions and direct them to the adoption kennels. Receive in-kind donations and write out receipts.
- **Humane Education:** Assist with presentations to local schools and community organizations. Presentations are pre-set and training is provided. Must be comfortable speaking in public and working with children of all ages.
- **Foster Home Provider:** Foster homes are essential to our success as a shelter. We need committed individuals to care for mothers and their kittens or orphaned kittens in their homes until they are old enough for adoption (8 weeks of age). We also need foster homes for underage puppies or dogs who are in need of respite from the stress of the kennels, or in need of recuperation from a medical ailment. ***There is a separate orientation for this program, please call for dates.**
- **Transport Driver:** Transport animals to/from spay neuter appointments, or exams. Transfer animals to other shelters or rescue groups as needed. Most needed Monday – Friday from 7:30am and late afternoon pic-ups. Be responsible for cleaning crates upon return. *Must have your own vehicle, a valid driver's license and proof of insurance.*
- **Special Events:** Assist with adoption promotion events at various stores, information booths at local events and businesses and help with fundraising events. Requires 1-2 weekend days a month for a 3-6 hour shift depending on assignment.

Benefits of Volunteering



- An opportunity to help animals that have been misplaced in our community.
- An opportunity to expand your knowledge and experience of caring for shelter animals.
- The rewards of knowing that you are helping to build a better future for the animals at the shelter.
- A chance to meet other people with similar interests.

How to Become a Volunteer

1. Attend a Volunteer Orientation: To be announced.
2. Potential volunteers will then be contacted when openings become available.

Community Service Program



This program is for those unable to fulfill the two hour per week, six month commitment. This position focuses primarily on laundry and may involve some general cleaning of floors, walls, and dishes.

Please Note: *No direct animal care is involved.*

The Animal Refuge League does have restrictions involved with required community service (please see below).

For School Mandated Community Service:

- Any student over the age of 16 or
- Any student over the age of 13 if accompanied by an adult
- Applicant must have current health insurance

For Court Mandated Community Service:

- Crime must have been committed while applicant was over the age of 18
- The reason for required hours must not pertain to the following:
 - Theft
 - Drugs
 - Violence
 - Animal Abuse
 - Sexual Offence
 - Manslaughter/Murder
- A copy of Court Documentation for hours must be provided
- Applicant must have current health insurance