



Volunteer Job Description

Title: Donation Pick up

Major Objective: To assist the Heart of the Valley by transporting donated items to the animal shelter from designated locations.

Responsibilities:

- Transport donated goods to the animal shelter from designated locations.
- Positively represent the Heart of the Valley's beliefs and philosophies.
- Provide support to new volunteers.

Qualifications:

- Positive and Friendly attitude.
- Enjoy working with animals and people.
- Must be 16 years of age with a current driver's license.

Training:

- Attend mandatory volunteer orientation.

Time and Place: Volunteer hours will be scheduled with the Volunteer and Education Manager and/or Development Associate. HOV is closed on the following holidays: New Year's Day, Fourth of July, Thanksgiving Day and Christmas Day.

Commitment:

- Minimum of one two-hour shift per month.
- Six months minimum.

Supervisor: Direct supervision by the Volunteer and Education Manager and/or Development Associate.

Benefits:

- Personal satisfaction and education.
- Help animals in need☺