

## Title of Role: Transport Volunteer

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**Purpose of Role:** To safely transport animals to and from the WECHS, both within and outside of Windsor-Essex region.

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### Qualifications:

- Must be over the age of 18
  - Valid Driver's Licence
  - Able to lift 40 pounds
  - Access to email and cell phone
  - Comfortable and experienced with handling animals
  - Able to transport animals to and from WECHS, as needed
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### Time Commitment:

- Minimum 1-year commitment
  - Mostly daytime availability, as scheduled
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### Primary Tasks/ Responsibilities:

- On and off loading of crates, sometimes with dogs or cats
  - Ongoing communication with WECHS must be maintained prior to scheduled pick-up and throughout the assignment to ensure smooth transfer of animals.
  - Report any problems to the Shelter Managers
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### Recruitment/ Selection:

- As per WECHS volunteer selection practices, volunteers must complete:
    - WECHS Volunteer Application Form
    - Undergo a phone interview
    - When selected, complete a Criminal Record Check
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### Orientation and Training:

- General Volunteer Orientation
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**Dress Code:** Casual

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**Supervision:** Shelter Managers

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**Location:** On and Offsite

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*Recommended that program descriptions be reviewed annually and updated as necessary – cross reference and update job description, based on changes.*