



Volunteer Animal Camp Counselor Position

About Us

The East Bay SPCA (EBSPCA) is a 501(c) 3 non profit committed to the welfare of dogs and cats in Alameda and Contra Costa Counties. We strive to eliminate animal cruelty, neglect and overpopulation by providing programs and education that support people and companion animals. The EBSPCA is one of the nation's oldest humane organizations, in operation since 1874, and receives no funding from any national organizations. You can find more information about EBSPCA on our website at www.eastbayspca.org.

Animal Camp Volunteers

Camp volunteers will be individuals who are cooperative, friendly, and patient. They are those who like to go *above and beyond* with any task they are given and who know how to have fun *and* get the job done. Camp volunteers are expected to be self-starters; beginning and following through on tasks independently.

Category: Temporary, Volunteer

Location: Dublin & Oakland

Reports to: Humane Education Manager, Humane Education Coordinator(s), & Animal Camp Coordinator(s)

Requirements for all camp volunteers

- All camp volunteers must be at least **12 years old by April 1, 2017**.
- Must be available to come to either the Oakland or Dublin adoption center for an interview between the time your application is turned in and April 30, 2017. Interviews will be scheduled individually. Turning in an application does not guarantee an interview.
- All **selected applicants** must be available to attend the volunteer training at the location they are selected for on:

Oakland	June 3, 2017 10:00AM-5:00PM
Dublin	June 4, 2017 10:00AM-5:00PM
- As part of camp volunteer training, all selected applicants will need to volunteer at a minimum of **one** humane education programs before June 3, 2017. These will be scheduled individually with the Humane Education department.
- Applicants available to work a minimum of three camp sessions (M-F) during the summer will have priority.
- Any applicant over 18 years of age will be subject to a background check at the expense of the EBSPCA. Volunteer opportunities are limited to those with a clear background check.



Counselor Responsibilities:

- Genuine commitment to animal welfare and commitment to educating the children in the community about animal welfare.
- Respond to all children with respect and treat children equally regardless of age, gender, race, religion, culture, etc.
- Follow all EBSPCA rules when working around or interacting with animals.
- Ability to work independently and manage time well.
- Motivated, self starter & positive attitude.
- Must be available to work all day of camp for the sessions or days you select, including training days.
- Examples of Daily tasks:
 - Prepare and serve snack
 - Assist with set up and clean up of activities & crafts
 - Help care for education animals
 - Maintain a clean classroom & education environment
 - Greet campers, their families & camp guests
 - Leading ice breakers, reading stories, facilitating games
 - Keep accurate records such as attendance
 - Aid campers during daily lessons with reading, writing and math.
 - Other duties as assigned by camp staff
- Willingness to speak in front of a group & facilitate activities.
- Prior experience as camp counselor is not needed, but a love of pets and people is required!
- Work closely with camp staff to ensure a safe and fun learning environment for all campers.

Summer Animal Camp Dates

Grades 1-3	Grades 4-5	Grades 6-8
Dublin	Dublin	Dublin
June 5-9	June 12 -16	June 5-9
June 19-23	June 26-30	June 12-16
	July 24-28	July 17-21
		July 31-August 4
		August 7-11
Oakland	Oakland	Oakland
July 10-14	June 19-23	June 26-30
July 31-August 4	July 17-21	August 7-11
	August 14-18	August 14-18

- Applicants can only apply to work camps that they are at least **two grade levels beyond** (i.e. you must be in 7th grade to volunteer at a 4-5th grade camp, etc.)



Working Conditions

- Work is performed in an animal shelter environment with exposure to seasonal outdoor conditions.
- Animal contacts and related injuries, including bites and scratches, may occur.
- Must be comfortable handling dogs and cats on a daily basis. May occasionally handle sick, injured, or deceased pets.
- Noise exposure varies and often includes uncontrolled barking and other animal vocalizations.
- Animal waste contact, smells and visual exposure is prevalent.
- Frequent exposure to and/or handling of industrial cleaning supplies. Occasional lifting up to 50 lbs. with reasonable accommodations.
- Frequent walking, bending and stooping in kennel areas.
- Work is performed concurrently in an office and an animal shelter environment with exposure to animal vocalizations and odors.
- Workplace is pet-friendly with daily contact with dogs and cats.

How to Apply

Please fill out an Animal Camp Volunteer application on the following two pages. This application is due back to the Humane Education Department by **Friday, April 7, 2017 at 5:00pm**. All applications will be reviewed after the deadline and qualified candidates will be invited to an interview. Volunteers will be selected based on their qualifications, interview, availability, and on the needs of the program. Applications may be turned in via e-mail to education@eastbayspca.org, via fax to 510-569-1608, or dropped off to one of our adoption centers.

East Bay SPCA
Dublin Adoption Center: attn. Justin Kurup
4651 Gleason Drive
Dublin, CA 94568
Hours: Wed-Sun 11am-6pm

East Bay SPCA
Oakland Adoption Center: attn. Justin Kurup
8323 Baldwin Street
Oakland, CA 94621
Hours: Wed-Sun 11am-6pm

**NOTE: there will be a \$35 supply fee for all accepted applicants for the Animal Camp positions. If this will be a hardship, please let the Humane Education department know in your application.*



Summer Animal Camp 2017

Camp Counselor Volunteer Application

Name: _____ Date of Birth: _____

School: _____

Current Grade: _____ Phone: _____

Email: _____

Address: _____ City/Zip: _____

Parent/Guardian Name: _____

Parent/Guardian Email: _____

Home Phone: _____ Cell Phone: _____

Volunteer T-Shirt Size: _____

1. Please refer to the cover pages to view camp sessions. Fill in the chart below with the camps that you are **ELIGIBLE** and **AVAILABLE** to work. Remember you must be available to work *all 5 days* of the week, 8:30am-4pm each day.

Session Dates	Camp Grades	Location: Oakland/Dublin



2. I am interested in volunteering for:

- At least 3 sessions of camp this summer
- Only 1 session of camp this summer
- As many sessions as I can

3. You must attend one of the camp trainings below. You must attend the training at the location where you are requesting to volunteer. Please mark which training you plan on attending:

- Oakland:** Saturday, June 3, 2017 at 10:00AM–5:00PM
- Dublin:** Sunday, June 4, 2017 at 10:00AM–5:00PM

4. Please check all East Bay SPCA programs you have participated in:

- Youth Volunteer Club
- Community Service Saturday
- Attended Animal Camp (Summer, Spring, or Winter)
- Volunteered at Animal Camp
- Current shelter volunteer
- Other: _____

Please read and sign below. If under 18, please have a parent/guardian sign as well.

I understand that submitting my application to be a volunteer at the EBSPCA's Animal Camp, I am not guaranteed to be selected for a position. I have fully reviewed the cover pages, and understand the job description, requirements and selection process. I also understand that if selected, I must abide by the policies and guidelines set forth by the EBSPCA and the education department and failure to do so may result in the termination of my volunteer position.

Applicants Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Please continue to Page 7 for supplemental questions instructions to complete application.



Supplemental Questions

Instructions: Please answer the following questions on a separate piece of paper to be submitted with completed pages 5-6 above. You may also *choose* to submit a creative piece that best depicts your passion for animals (ex: artwork, poetry, video, etc.) with your application, however a creative piece is *not* a requirement for selection.

A. If this is your first time applying to be an Animal Camp Counselor, please answer the questions below on a separate page and submit with this application.

1. Do you have any allergies to animals? If yes please explain which animals and the severity.
2. Why do you want to volunteer at the EBSPCA's Summer Animal Camp?
3. What qualities do you have that would help to make you a successful and effective camp volunteer?
4. How comfortable are you in a leadership position? What leadership roles have you had in school or through other organizations?
5. Please share any ideas for activities or projects that might be fun for Animal Campers.
6. Is there anything else you would like us to know about you?

B. If you are applying to return as an Animal Camp Counselor, please answer the questions below on a separate page and submit with this application.

1. Why do you want to volunteer again at EBSPCA's Summer Animal Camp?
2. What was one leadership quality you have learned since the last time you volunteered at camp? In what ways has this helped improve your skills to be an effective Animal Camp Counselor?
3. How do you plan to mentor and help new camp counselors?
4. Please share any new ideas for activities or projects that might be fun for Animal Campers.

This application is due back to the Humane Education Department by **Friday, April 7, 2017 at 5:00pm**. It may be turned in via e-mail to education@eastbayspca.org, via fax to 510-569-1608, or dropped off to one of the adoption centers. Adoption Centers: 4651 Gleason Drive, Dublin or 8323 Baldwin Street, Oakland. Attn: Justin Kurup.