



3501 E. 71<sup>st</sup> St.  
Loveland, CO 80538  
Phone: (970) 226-3647  
Fax: (970) 226-2968  
[www.nocohumane.org](http://www.nocohumane.org)

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## Veterinary Services Volunteer Descriptions

### Department Assistant

#### **Description:**

Veterinary Services provides all veterinary needs to all animals currently at NOCO Humane. Veterinary Services volunteers will begin as department assistants, ensure the Vet Services area remains disinfected, and assist with preparing surgical packs, laundry, and restocking. After proving proficiency in these areas, volunteers are able to move on to assisting with surgery preparation, recovery, and vet exams.

#### **Objective:**

To assist Veterinary Services with daily duties. Participate in keeping the exam room and surgical suite clean, safe, and as comfortable as possible for the animals in our care.

#### **Supervision:**

Directly reports to Veterinary Services Department Volunteer Supervisors. Indirectly reports to the Supervising Veterinarian, Shelter Veterinarian, and other Veterinary Services staff.

#### **Requirements:**

Vet Services Volunteers must be at least 18 years of age  
Must be able to handle exposure to injured or ill animals, as well as potential to exposure of humane euthanasia  
Volunteers must complete a national criminal background check and sex offender search.

#### **Commitment:**

Veterinary Services Volunteers must commit to one two-hour shift per week for a minimum of six months.

#### **Physical Activities:**

All volunteer work will be performed in the animal shelter setting. There is a potential for exposure to zoonotic diseases and cleaning chemicals, exposure to dangerous and fractious animals, exposure to high noise levels when in kennel area, and a potential for animal bites and scratches while handling animals

#### **Training:**

- Attend a Volunteer Orientation
- Interview with a Veterinary Services Department Volunteer Supervisor
- Attend hands-on Animal Handling Training
- Attend on the job first shift training with a staff member or experienced volunteer

#### **Duties:**

- Cleaning the surgical suite, treatment room and recovery rooms, including any cages or recovery bays
- Cleaning surgical instruments
- Wrapping surgical packs
- Assisting with surgical laundry
- Restocking supplies throughout treatment room as needed
- Other tasks as assigned

#### **Dress Code:**

- Green volunteer t-shirt
- Closed-toe shoes
- Pants
- Please note that you will be handling cleaning chemicals and animals so be aware that clothing may get dirty.



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## **Surgery Prep and Recovery Volunteer**

### **Description:**

Veterinary Services provides all veterinary needs to all animals currently at NOCO Humane. Veterinary Services volunteers will begin as department assistants, ensure the Vet Services area remains disinfected, and assist with preparing surgical packs, laundry, and restocking. After proving proficiency in these areas, volunteers are able to move on to assisting with surgery preparation, recovery, and vet exams.

### **Objective:**

To assist Veterinary Services with daily duties relating to surgery preparation and recovery for animals currently staying at NOCO Humane.

### **Supervision:**

Directly reports to Veterinary Services Department Volunteer Supervisors. Indirectly reports to the Supervising Veterinarian, Shelter Veterinarian, and other Veterinary Services staff.

### **Requirements:**

Vet Services Volunteers must be at least 18 years of age  
Must be able to handle exposure to injured or ill animals, as well as potential to exposure of humane euthanasia  
Volunteers 18 years of age and older must complete a national criminal background check and sex offender search.

### **Commitment:**

Veterinary Services Volunteers must commit to one two-hour shift per week for a minimum of six months.

### **Physical Activities:**

All volunteer work will be performed in the animal shelter setting. There is a potential for exposure to zoonotic diseases and cleaning chemicals, exposure to dangerous and fractious animals, exposure to high noise levels when in kennel area, and a potential for animal bites and scratches while handling animals

### **Training:**

- Attend a Volunteer Orientation
- Interview with a Veterinary Services Department Volunteer Supervisor
- Attend hands-on Animal Handling Training
- Attend on the job first shift training with a staff member or experienced volunteer

### **Duties:**

- Move daily surgery animals to surgery recovery kennels including walking dogs outside prior to surgery
- Restrain animals for pre-medicating and induction
- Perform basic husbandry procedures (ear wiping, nail trimming and applying eye lubricant, etc.) for induced surgery patient
- Assist moving surgery patients into surgery as requested
- Clean/replace bedding in kennels
- Receive post-op patients from veterinary staff member
- Monitor multiple patients post-op: extubation, take temperature, check incisions, etc.
- Place patients in surgery holding kennels when appropriate
- Clean recovery bays as patient is moved to surgery holding kennel
- Complete Department Assistant duties and other assignments as needed

### **Dress Code:**

- Green volunteer t-shirt
- Closed-toe shoes
- Pants
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## **Technician Assistant Volunteer**

### **Description:**

Veterinary Services provides all veterinary needs to all animals currently at NOCO Humane. Veterinary Services volunteers will begin as department assistants, ensure the Vet Services area remains disinfected, and assist with preparing surgical packs, laundry, and restocking. After proving proficiency in these areas, volunteers are able to move on to assisting with surgery preparation, recovery, and vet exams.

### **Objective:**

To assist Veterinary Services with animal examinations, vaccinations, and other medical treatments. Retrieval of animals from kennels, walking dogs on a leash, and placing cats and small mammals in crates. Animal restraint may be necessary in certain situations, as well as exposure to difficult situations.

### **Supervision:**

Directly reports to Veterinary Services Department Volunteer Supervisors. Indirectly reports to the Supervising Veterinarian, Shelter Veterinarian, and other Veterinary Services staff.

### **Requirements:**

Vet Services Volunteers must be at least 18 years of age

Must be able to handle exposure to injured or ill animals, as well as potential to exposure of humane euthanasia

Volunteers 18 years of age and older must complete a national criminal background check and sex offender search.

### **Commitment:**

Veterinary Services Volunteers must commit to one two-hour shift per week for a minimum of six months.

### **Physical Activities:**

All volunteer work will be performed in the animal shelter setting. There is a potential for exposure to zoonotic diseases and cleaning chemicals, exposure to dangerous and fractious animals, exposure to high noise levels when in kennel area, and a potential for animal bites and scratches while handling animals

### **Training:**

- Attend a Volunteer Orientation
- Interview with a Veterinary Services Department Volunteer Supervisor
- Attend hands-on Animal Handling Training
- Attend on the job first shift training with a staff member or experienced volunteer

### **Duties:**

- Assist veterinary technicians with restraint of shelter animals for examinations, vaccinations and other medical treatments as requested.
- Transport of animals to and from Veterinary Services for treatment and examinations
- Assist with other departmental duties as assigned.

### **Dress Code:**

- Green volunteer t-shirt
- Closed-toe shoes
- Pants
- Please note that you will be handling cleaning chemicals and animals so be aware that clothing may get dirty.