



ARL ANIMAL SERVICES
CITY OF DES MOINES
1615 SE 14th St., Des Moines, IA 50320

Community Outreach Volunteer

Why volunteer with our Community Outreach program?

Are you eager to make a difference in your community? If so, this position might be a great fit! Our Community Outreach programs reflect our mission to not only prevent the overpopulation of pets, but to improve the lives of animals and our community as a whole. ARL's Community Outreach programs include our Pet Food Pantry, spay/neuter assistance, vaccination clinics and veterinary assistance. We are looking for individuals who are patient, understanding and have a desire to work both with pets and their people.

Duties and Responsibilities

- Work alongside the Community Outreach team to assist with a variety of Community Outreach programs
- Attend and positively represent the ARL at a variety of Community Outreach events
- Assist with data entry, including accurately entering information into Excel documents and ARL's database

Requirements

- Must be at least 18 years old
- Must be able to commit to a minimum of one shift per month
- Must be able to work in all weather conditions
- Willingness to learn and be receptive to feedback
- Must be able to think quickly on their feet and be knowledgeable about ARL's programs

Shifts

- Shift times vary as needed

Training

- Volunteers will complete multiple mentor shifts, where they will shadow a staff member or experienced volunteer until they are ready to volunteer on their own

HOW TO APPLY

Current Volunteers: email volunteer@arl-iowa.org

New Volunteers: will need to complete new volunteer onboarding process

Skills (preferred, but not required)

- Interpersonal skills
- Flexibility
- Ability to take initiative
- Familiarity with Excel
- Spanish language proficiency