



Volunteer Job Description Neighborhood Outreach

Location:

Varies based upon Booth / Tabling events

Purpose:

Neighborhood Outreach colleagues participate and volunteer in both community and IndyHumane events to answer questions and help to spread the mission of IndyHumane.

Key Responsibilities:

- Participate in community/local neighborhood events
- Stay up-to-date on the variety of services and opportunities in the city of Indianapolis
- Help other volunteers or the Community Outreach Coordinator with set up and tear down of the event
- Answer questions regarding animal welfare from the community
- Work with the Community Outreach Coordinator and Block Captains to be aware of events coming up in the area

Reports To:

Community Outreach Coordinator

Time Commitment:

Minimum donation of 4 hours/month required (*based upon availability of events*).

Qualifications:

- Must be able to interact positively with community members and other volunteers
- Friendly, pleasant manner
- Openly supports the mission and efforts of IndyHumane and their partner organizations
- Well versed and educated on the animal welfare resources across the city

Age Requirement:

Must be at least 18 years of age

Training:

- Information Session
- Basic Training
- Shadow another neighborhood outreach colleague or the Community Outreach Coordinator at an event

Dress Code:

- Red IndyHumane Volunteer Shirt

- Jeans/Khakis
- Rubber-soled, comfortable shoes

Support:

Training for this position will be provided. In addition, the Community Outreach Coordinator and all Managers on Duty are available for questions and assistance.