

Volunteer Position Description

Primate Team Assistant

<i>Nothing in this position description restricts management's right to assign or reassign duties and responsibilities to this position at any time.</i>	
Work Location	12526 County Road 3806, Murchison, TX 75778
Position Grade	3 ; background check includes Criminal Background, Social Security Number Verification, and Sex Offender Registry
Purpose of the Position	Assist the primate care team with cleaning, feeding, and providing enrichment for primate residents.
Volunteer Responsibilities	Level One Duties
	Level Two Duties
	<ul style="list-style-type: none"> • Prepare food and water in measured amounts according to diet instructions; includes chopping and dehydrating fruits/vegetables • Launder towels and bedding • Wash/sanitize dishes and toys • Handle kitchen work including cleaning cabinets, fridges and food prep areas • Assist with enrichment: Prepare food items such as popcorn strings to encourage foraging; build projects such as cardboard forts/piñatas
	<ul style="list-style-type: none"> • Clean enclosures with staff • Implement enrichment with staff supervision • Build advanced enrichment items with staff supervision • Perform enclosure equipment maintenance with staff supervision • Maintain enclosures which may include raking, weeding, mowing, scrubbing, sweeping platforms, etc. • Assist with various animal care projects such as building platforms and ladders
Level of Difficulty 1=easy/5=demanding <small>(physical, mental, emotional)</small>	<ul style="list-style-type: none"> • Physical difficulty is level 4; involves cleaning and maintaining enclosures, which can be physically strenuous • Mental difficulty is level 3; requires learning procedures and protocols as well as the ability to work well independently • Emotional difficulty is level 3; volunteers may be exposed to emotionally distressing issues, perhaps through learning of a past abusive situation experienced by an animal in our care
Expected Environmental Conditions	Some of the work is performed indoors and some is performed outdoors in all weather conditions which can include extreme heat.
How Often Volunteers Work On-site	All work is performed on site
Orientation/Training	Orientation includes the following: overview and brief tour of the ranch, description of rules, and overview of volunteer opportunities. Volunteers will be trained on the particular aspects and tasks required for their role. Additional training will be provided as needed.
Learning Opportunities	<ul style="list-style-type: none"> • Knowledge of primates, how to care for them, and the issues that affect them • Knowledge of CABBR and how the program area fits into the larger

	<p>picture of animal protection</p> <ul style="list-style-type: none"> Exposure to the operations and management of an animal care center
Position Start Date	Ongoing
Initial Minimum Commitment	At least four, 4-hour shifts the first eight weeks or 24 hours in the first 90 days. We prefer continuing volunteers to commit to at least one, 4-hour shift each month.
Scheduling Guidelines	Two shifts available: 7:00 a.m.-11:00 a.m. and 12:00 p.m.-4:00 p.m.
Qualifications/Requirements for Volunteer Applicants	<ul style="list-style-type: none"> Able to meet the requirements outlined in the Essential Capabilities document with or without reasonable accommodation Able to work independently, as well as on a team, and use good judgment Able to maintain a professional and positive attitude Able to be flexible, possess problem-solving capability and be eager to learn Able to learn and demonstrate a familiarity with CABBR's programs Able to understand The HSUS's policies and positions regarding animal protection issues and able and willing to appropriately and accurately represent those policies when interacting with the public or otherwise representing The HSUS
Restrictions	<ul style="list-style-type: none"> Volunteers under 18 must have permission from a parent or guardian to participate in our program. Teens 16-17 may work independently after attending the orientation with their parent or guardian. Teens 12-15 can volunteer with a parent or guardian as their partner at all times. Must have current tetanus inoculation and provide proof of a negative TB titer; vaccination against Hepatitis A & B recommended Must have reliable transportation and arrive on time for shifts Must wear appropriate clothing including closed-toed shoes and long pants Must learn and follow all guidelines and policies of The HSUS and CABBR, and follow directions given by staff Must submit the required paperwork and pass a background check before being assigned Should have access to a computer and ability to login into an online volunteer communication site to receive updates, as well as a phone for easy communication
Tools/Equipment Provided (including Personal Protective Equipment)	All tools and supplies needed for the work
Optional Tools/Equipment	
Supervisor(s)	Primate Lead, Cleveland Amory Black Beauty Ranch
Number of Concurrent Volunteer Openings	20; individuals or teen-parent teams
Additional Information	All volunteers perform Level One duties for a minimum of 60 hours before they are considered for advancement to the role's Level Two duties. Volunteers are also welcome to continue on in their Level One duties beyond the initial 60-hour commitment.
Updated	1.6.2017