

## Volunteer Position Opening

**Title:** Animal Care Cleaner (Volunteer Position, Unpaid)

**Reports to:** Kim Turner, Animal Caretaker

**Duration:** Ongoing

**Time Commitment:** 4 hours, weekly or every other week

### General Description

Part of Audubon Community Nature Center's mission is to connect people with nature. While always respecting animals as inherently valuable, ACNC also uses animals to inspire visitors to establish a connection with the world around them. Volunteers are vital so ACNC can offer live animals as an added experience.

Animal Care Cleaners are responsible for keeping the animals' habitats in a healthy condition, while also keeping the animal care room organized and tidy, allowing for efficient care for the animals.

Animal Care Cleaners commit to caring for the live animals that live in the Nature Center at least once every other week. Once fully trained, cleaning can take place on an individual's schedule during Audubon's regular business hours.

### Responsibilities

- **Cleaning (90%)**
  - Clean and replace water filters
  - Clean and fill water dishes
  - Scrub tank walls and décor
  - Siphon and replace tank water
  - Clean or replace bedding and substrate
  - Wash supplies
  - Return supplies to their designated location
  - Disinfect surfaces
  - Wash and dry soiled laundry
  - Help design animal habitats
  - Keep animal care room organized
  - Take out trash as needed
- **Documentation (5%)**
  - Document what tasks were completed during your scheduled time

- Document additional care provided
- Document any concerns and report them to the Animal Caretaker
- Respond to and leave notes for Animal Caretaker and other volunteers as needed
- **Interact with visitors (5%)**
  - Add to the visitor experience by answering basic questions visitors may have about the live animals housed in the Nature Center

### **Minimum Qualifications**

- At least 16 years of age
- Has reliable transportation
- Able to lift 50 pounds
- Able to stand on a stepladder
- Comfortable handling reptiles and amphibians
- Proficient at following instructions
- Able to problem solve
- Self-directed, but also able to work under instruction and with others
- Highly dependable
- Professional and able to take responsibility
- Detail oriented

### **Preferred Qualifications**

- Experience caring for reptiles, amphibians, and insects
- Good written and verbal communication

### **Training and Orientation**

- Attend a general volunteer orientation (approximately 1 – 1.5 hours)
- Attend animal care orientation and cleaning training (approximately 2.5 hours)

### **To Apply**

Email a letter outlining your availability, experience working with live animals, and why you think you would be a good fit for this volunteer position to Margaret Foley at [mfoley@audubonncnc.org](mailto:mfoley@audubonncnc.org) or by mail at:

ATTN: Margaret Foley  
 1600 Riverside Road  
 Jamestown, NY 14701