

SPCA of Southwest Michigan

Volunteer Code of Conduct

I, _____, while acting as a volunteer of the SPCA of Southwest Michigan ("SPCA") understand that the SPCA is dedicated to improving the condition of animals in the Southwest Michigan area through education, fund raising, and other means. In an effort to effectuate those purposes, there are policies and procedures I must follow for the efficient operations of the SPCA and for the benefit and protection of individual rights and the shelter animals.

I acknowledge and accept the following Code of Conduct and understand that my position as a volunteer could be jeopardized if I do not adhere to these standards. I agree that I will not engage in the following conduct, including, but not limited to:

1. Discourtesy or abusive language or behavior to shelter patrons, other volunteers, shelter staff and management, or member of the Board of Directors
2. Uncooperative behavior with other volunteers, shelter staff and management, or member of the Board of Directors
3. The negligent or intentional destruction of SPCA property
4. Violation of any safety rules or endangering the health or safety of any other person or shelter animal.
5. Participating as a shelter volunteer while under the influence of alcoholic beverages or illegal substances.
6. Involvement in criminal activity that lead to, or has previously resulted in a criminal conviction.
7. Should not use personal blogs, Facebook and any internet media to discuss negative thoughts about their volunteer work, other volunteers, shelter staff and management, or member of the Board of Directors
8. I understand and acknowledge that inappropriate conduct will result in disciplinary action at the discretion of the shelter management and/or Board of Directors.
9. When I am acting in my capacity as a shelter volunteer, I agree to be properly attired. This means, at a minimum, I will wear a shirt, shorts or pants and footwear that adequately protects both feet. In addition, I agree to wear a name tag provided by the SPCA.
10. If my volunteer position has been terminated, I agree to return all SPCA supplies, equipment, records, money and other items in a well-kept, working condition, I agree to reimburse SPCA for that property.
11. I understand and acknowledge the importance of addressing the SPCA management and/or Board of Directors any issues or concerns I may have regarding the policies and procedures of the SPCA.

Rescue Center Volunteer Signature

Date