Volunteer Info Sheet

Thank you so much for your interest in volunteering! All of the volunteerships include a membership in POCA, our international community acupuncture co-operative. You can check it out here: [www.pocacoop.com](http://www.pocacoop.com)

Volunteer at SPCA usually make a weekly or biweekly commitment for 6 months. Opportunities available include working at the front desk which includes: answering the phone, scheduling appointments, helping folks make payments, and being friendly! Laundry help, as you can imagine, is also a need.

If you can’t make a steady commitment you can help out in other ways such as putting flyers out in the neighborhood or making memes for FB. Let us know your skills and we’ll see what we can do.

**Please fill out the following:**

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Circle your preferred method of contact: phone / email / text

**Circle when applicable:**

Do you have any of the following work experience?

Reception Hosting Service Industry Customer Service Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you have other skills you’d like to offer?

Flyering Laundry Photography Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you interested in volunteering: weekly bi-weekly other

What is your general availability?

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| 9:30-12:30 | 2:30-6:30 | 9:30-12:30 | Closed | 9:30-12 & 3:0-6:30 | Closed | 9:30-12:30 |

Thanks! We will contact you shortly.