

Volunteer Opportunity

Montgomery County Animal Resource Center (ARC) is looking for reliable and trustworthy volunteers to join our organization. A volunteer's responsibilities include completing tasks assigned by the staff, upholding the values of the ARC, and maintaining a high degree of professionalism.

ARC's Workplace Expectations:

- Support a collaborative organization.
- Create and maintain a culture of safety.
- Be compassionate and respectful.
- Commit to healthy communication.
- Achieve excellence through continual improvement.

Volunteer Responsibilities:

- Arrive on time.
- Understand your role and the responsibilities of the organization.
- Complete the relevant training and ask questions if you are uncertain about anything.
- Complete all duties assigned and report any concerns immediately.
- Uphold the rules and safety regulations of the ARC while completing tasks.
- Make recommendations for improvement.
- Communicate with the Outreach Coordinator or designee when you are running late or unable to fulfill your commitment.

Photographer Responsibilities:

Photographers will produce compelling photos of our adoptable dogs. Photos created will be used for our kennel cards, website, social media, and other channels as the need arises. Equipment will be supplied by the ARC, although the use of approved personal equipment is permissible.

Skills and Qualifications:

- While we welcome everyone, experience in photography is a plus
- A basic knowledge of dog behavior with an ability to read a dog's signals, or a willingness to learn, to recognize when a dog is uncomfortable or stressed by a situation
- Ability to use necessary equipment to shoot and upload photos
- Will require sitting, standing, and bending

Required training:

- Volunteer Orientation
- Training in the use of supplied photo equipment