



Homeless | with | Pets  
Homeless With Pets.Org

PO Box 3223  
SANTA ROSA, CA 95402  
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Actively Building Compassionate Communities

December 2017

Homeless With Pets is looking for Volunteers and Interns for the following roles.

### **Veterinary Vaccine and Wellness Clinics**

**Front of House:** One to two interns to manage the registration of new and existing clients who come to our clinics. This involves giving the appropriate short forms to complete, finding their files if an existing client, helping with form completion so we have correct animal and contact information. Answering questions and helping distribute donated item, e.g. animal food, human clothing, tents and animal supplies.

#### **Help in setting up and taking down the mobile clinics:**

This can be combined with other help during the clinic. We typically spend 1-1.5 hours putting up and taking down the clinics depending on the weather and the types and volume of donated items that we have.

Currently clinics run twice a month, we are looking to add a third monthly clinic. They are taking place in Santa Rosa one Thursday afternoon and a Sunday morning a month. We also run clinics in other parts of the county on an *ad hoc* basis.

### **Outdoor Survival and Winter Warmth**

**An intern or two needed to help for 3 hours a week with the Outdoor Survival**

#### **Program:**

We distribute tents, tarps, sleeping bags, outdoor and wet weather gear and clothing for men and women from a warehouse base in Rohnert Park. We distribute to human and health services agencies and outreach teams working with people living homeless and insecurely housed. Distributions are weekly, on Tuesdays 11-1.

On the same mornings between 10 and 1 we take in donations of items from individuals and businesses and on other occasions by arrangement. During the period 10-1 you would be getting the area ready to collect and distribute items and sorting and hanging items that are donated.

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### **Research and Administrative Support**

Office based to help with generation of donations, sending out and making flyers and undertaking tasks to support the general work of Homeless With Pets, e.g. adding data to our cumulate spreadsheets, documenting what has been done that month etc. helping with the periodic e-newsletter.

We suggest 3 hour sessions in order to complete a task or two. Office location currently in Sebastopol. Typically we need help on Thursdays and Fridays. Some remote work, e.g. web searching is possible.

### **Running events**

Coming up with and executing a small fund-raising event. This could be anything - a dine and donate, a coffee event, a sponsored event, performance or music event etc. Working with a local business, restaurant etc. The only limitation is your imagination.

For more information  
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