

# Volunteer Opportunities at CROW



Below are brief descriptions of volunteer opportunities at CROW. Each area involves a different level of training. Due to time~sensitive training in certain areas (\*see asterics), we require a minimum commitment of 3 consecutive months and 1 shift per week. Volunteers must be 18 years of age. We encourage all volunteers to attend daily morning “rounds” (call ahead for time); this will help you stay informed and knowledgeable regarding CROW’s current patient population.

## ◆ **Cage Cleaning\***

A clean and healthy environment is crucial to the healing and rehabilitation process. Volunteers are trained in maintaining clean wildlife enclosures that house and protect our patients (some lifting involved). Volunteers who make a commitment in this capacity may also **be invited** to graze tortoises or train for baby bird feeding during our baby-bird season. Shifts are available 7 days a week from 8:00 a.m. until noon.

## ● **Laundry/Clinic**

Along with Laundry and dishes, you may be asked to assist with Clinic duties and other assorted ‘Clean-Up’ duties, especially on the afternoon shift.

## ◆ **Tortoise Grazing**

Volunteers are needed for 1½-3 hours each day to closely observe and document activity of our gopher tortoise patients during outdoor grazing times. This task requires ‘good attention to detail’. Daily shifts begin between 9:00a.m. & 12:00p.m., depending on weather conditions. Volunteers are asked to call CROW before 10:00a.m. on assigned day if they need to cancel, switch or confirm their schedule.

## ◆ **Transport/Rescue Driver\***

Patient Drivers or VERTs (Volunteer Emergency Rescue Transport) are among our most desperately needed volunteers – especially in the off-season or summer months. Without volunteer drivers, the majority of our patients would have no way of getting to CROW for the care they need. You can choose to be an “**on-call**” VERT, and receive calls only when there is a patient in need in your area, **OR** you can sign up as a “**scheduled**” VERT and commit to a 4-hour shift on a selected day(s) to transport patients from drop-off locations to the CROW clinic. Drivers use their own vehicles and may be reimbursed for tolls (with a receipt). Shifts are available 7 days a week from 9:00 a.m. to 1:00 p.m. or 1:00 p.m. to 5:00 p.m. CROW also needs Drivers on an “as needed” or “substitute” basis, when our scheduled drivers are not available. Because every minute matters in each patient’s prognosis and treatment, ***drivers must never take time for personal errands during their scheduled shift(s), especially while transporting injured patients.***

## ◆ **Rescuer\***

Occasionally, injured or distressed wildlife is reported and no one is available to help rescue, contain, and transport them to CROW ~ or to a drop-off location site. Rescuers decide, in each instance, at what level they **wish** to participate and are **never** asked to enter into a threatening or uncomfortable situation.

(NOTE: In order to volunteer as a ‘rescuer’, you must be comfortable and/or experienced with handling injured or distressed wildlife).

### ◆ **Gift Shop/Visitor Education Center Greeter\***

CROW's Visitor Education Center and Gift Shop, located directly on CROW property (the first building as you enter from Sanibel-Captiva Road), is currently recruiting volunteers for 3-4 hour shifts, either 9:30am to 1:00pm **or** 12:30pm to 4:00pm. We presently need volunteers to serve as Gift Shop attendants/cashiers, and/or front-door "Greeters" for the Visitor Education Center.

### ◆ **Office Help**

Volunteers are occasionally needed to assist with general office tasks in the Clinic or at the Ed Center. Also, if you would like to help CROW but are unable to come to the office, you can be of great service in this area by helping at home. Tasks may include anything from general telephone work, paper work, mailings, or computer work.

### ◆ **CROWbars**

CROWbars are volunteers who perform general handyman-work, i.e., painting, electrical work, plumbing, enclosure repair and carpentry. Hours are flexible and determined by our seasonal needs and each volunteer's schedule.

### ◆ **Grounds**

With Florida's warm weather, CROW is in need of consistent grounds maintenance around their 12.5 acres. Volunteers may assist our 'Building and Grounds Supervisor' with tree trimming, mowing, or general landscaping as weather and schedule permits.

### ◆ **Events**

Throughout the year, there are a number of special events where CROW is represented. Volunteers assist with these events, staff booths, answer questions, distribute information and frequently sell items from the CROW gift shop. Also, there may be opportunities to speak before various clubs and organizations. These volunteers *must have served* CROW in a different capacity at first, **and** attended 'rounds' on a regular basis, in order to have a solid knowledge base about CROW.

### ◆ **Fundraising**

CROW now has three major fundraising events, at which a number of volunteers may be needed to assist with planning, soliciting donations, selling tickets, occupying booths, direct parking, mailing invitations, etc.

### ◆ **Education & Presentation\***

CROW has a committee that develops and schedules community and outreach programs for Lee County school children and other CROW educational events. Volunteers are trained in conducting presentations regarding CROW and the wildlife. For those who enjoy working with the community, this is an excellent opportunity. Educators and Presenters are *encouraged* to attend "morning rounds" in order to stay informed and updated on current patient activity and on-going events.

# CROW

Clinic for the Rehabilitation of Wildlife  
PO Box 150, Sanibel, FL 33957



## Volunteer

Name: (Print) Last: \_\_\_\_\_ First: \_\_\_\_\_ Date: \_\_\_\_\_

Are you a Member of CROW:  YES  NO

Resident:  Part-time  Full-time  Boat/Kayak

Local FL address: \_\_\_\_\_

Vicinity (gen'l area): \_\_\_\_\_

Phone: FL Home: ( ) Cell: ( ) Other: ( )

Alternate address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Current (or past) occupation: \_\_\_\_\_

References: Please provide one personal & two professional references (not related to you)

Name \_\_\_\_\_ E-mail \_\_\_\_\_ Phone# \_\_\_\_\_

Personal

Professional

Name \_\_\_\_\_ E-mail \_\_\_\_\_ Phone# \_\_\_\_\_

Personal

Professional

Name \_\_\_\_\_ E-mail \_\_\_\_\_ Phone# \_\_\_\_\_

Personal

Professional

Check (x) all appropriate boxes for each area below.

Commitment level:

Routine schedule basis

Regular substitute basis

On-call-emergency basis

Months available:

Jan  Feb  Mar  Apr  May  Jun  Jul  Aug  Sep  Oct  Nov  Dec

Day(s) available:

Sun  Mon  Tue  Wed  Thu  Fri  Sat

Shift(s) available:

AM = 8:am - 1:pm  
PM = 12:pm - 5:pm

AM  PM  AM  PM  AM  PM  AM  PM  AM  PM  AM  PM  AM  PM

Holiday(s) you can help:

New Year  Easter  Memorial Day  July 4th  Labor Day  Thanksgiving  Christmas  Hanukkah

Areas of interest:

Cage Cleaning  Tortoise Grazing  Gift Shop  Office Help  Transport / Rescue  Laundry/CL  
 CROWbars  Grounds  Clinic  Events / Fundraising  Education / Presentation

Special notes:

Please note any additional information, comments or concerns. **Examples:** baby bird feeding experience, no heavy lifting, boat for bay rescue / transport, rescue on Fort Myers Beach, transport from toll plaza any time, kayak for lake rescues, etc...

Emergency Contact: Name: \_\_\_\_\_ Phone # : \_\_\_\_\_ Relationship: \_\_\_\_\_

Vaccine info: Tetanus:  No  Yes → \_\_\_\_\_ Date Pre-exposure rabies series:  No  Yes → \_\_\_\_\_ Titer date

Allergies: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

**NOTE: TRANSPORT/RESCUE VOLUNTEERS - Include copy of Drivers License & Insur.**

## **VOLUNTEER'S ACKNOWLEDGEMENT AND RELEASE OF LIABILITY**

THE UNDERSIGNED, in consideration of benefits received from working at CROW, Inc. as a Volunteer and for other good and valuable consideration, receipt and sufficiency of which is acknowledged, does hereby for themselves, their heirs and personal representatives, release and discharge CROW, Inc. board of directors, officers and members and each of them from all liability for loss, injury or damage arising from injury to the person, property or resulting in death of the undersigned, whether caused by negligence or otherwise while engaged in any activity whatsoever in relation to CROW, its officers, directors and members

THE UNDERSIGNED further assumes all responsibility for and risk of bodily injury, death, property damage or otherwise while working for and on behalf of CROW

THE UNDERSIGNED does, for themselves, their executors, administrators, heirs and assigns, release and forever discharge CROW, Inc., its officers, directors and members, together with their heirs, administrators, executors and assigns, from any and every claim, demand, action or right of action, of whatsoever nature, either in law or in equity, arising from or by reason of any bodily injury, death and/or property damage resulting from any acts or incidents which may occur as a result of the undersigned's participation in any activities of any nature whatsoever associated with CROW, Inc.

THE UNDERSIGNED does, for themselves, their executors, administrators, heirs and assigns, acknowledge that working with wildlife, chemicals, tools and medications is inherently dangerous, that the undersigned is not and will not be covered by any form of insurance, including worker's compensation or other medical insurance, and does further assure CROW, Inc., that they will not commence or continue working as a Volunteer should the undersigned become aware of any physical condition, including pregnancy, which would increase the undersigned's risk of injury or death.

THE UNDERSIGNED does hereby confirm to CROW, Inc., that when working with actual patients, they have received a tetanus-diphtheria (Td) vaccine inoculation within ten (10) years of the date of this Acknowledgement and Release and further agrees to receive subsequent inoculations required to protect the undersigned from tetanus infection while performing extern work on behalf of CROW, Inc.

THE UNDERSIGNED acknowledges that they have carefully read the above release and executes this Release as their own free act and deed.

THE UNDERSIGNED also agrees that CROW may take and use photographs of me with or without my name and for any lawful purpose, including, but not limited to, such purposes as publicity, illustration, advertising, and Web content, without compensation. Furthermore, I hereby consent that such photographs are CROW's property and they shall have the right to sell, duplicate, reproduce, and make other lawful uses of such photographs as they may desire, free and clear of any claim whatever on my part.

THE UNDERSIGNED also acknowledges that they have **received a copy** of CROW's "**Zoonoses**" information, "**Confidentiality Policy**" and "**Code of Conduct**" and they have read all of the information on said forms and agree to abide by all requirements as listed.

This Release contains the entire agreement between the parties and this Release is contractual and not merely recital.

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Volunteer Signature

Date

# CROW



## Confidentiality Policy

It is the policy of CROW that all information concerning any current, past or potential CROW patient, member, donor, finder, employee, etc. is considered confidential, whether it be written, spoken or otherwise communicated or obtained. All said information, i.e. files, records, personal information or personnel matters, etc., on any of the above listed items constitutes privileged information and is to be treated in a strictly confidential manner. Any outside discussion concerning the status of said items will be handled solely by the Executive Director or designee.

Questions from media sources will be handled solely by the Executive Director. **No photographs will be taken on the CROW property without prior consent of the Executive management.** Any printing, copying or operation of electronic media, which includes Internet Web Sites and/or Blogging, in order to release confidential information to any outside party, entity or organization is strictly prohibited and is a violation of the confidentiality policy. This would result in immediate dismissal.

**By signing your application** on the designated line, you confirm acknowledgement and agreement of the above stated policy. Your signature will be required upon application and annually thereafter, or at any other time deemed necessary by the Executive Director. Please read carefully the statement below:

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*I fully understand and agree that **I am not, at any time**, to disclose, communicate or reveal any CROW related business, information, records, files, etc., or any other matters contained therein, to any unauthorized individuals or organizations outside of CROW. Also, any knowledge or witness of said breach of the above Confidentiality Policy by any party or parties shall be reported immediately to your immediate supervisor.*

*I understand that I am not to use the CROW logo or any other CROW animal depiction on a business card, document, etc., nor purport to represent myself as an agent of CROW to the public.*

*I further understand that any violation of this agreement shall be sufficient grounds for immediate termination.*

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**Please sign and return with application**\_\_\_\_\_

*Signature*

# CROW



Clinic for the Rehabilitation of Wildlife, Inc.  
PO Box 150, Sanibel, FL 33957

## Zoonotic Diseases

*Information for students, staff, and volunteers*

Diseases contracted by humans from animals (zoonoses) should be a continuous concern for all persons involved in animal care. However, the vast majority of zoonotic disease risks that may be encountered at CROW can be eliminated or greatly minimized by two things: *common sense and good hygiene*.

- No food should be eaten in ANY patient care area (this includes the gopher tortoise grazing area).
- Wash hands thoroughly and often.
  - This includes after handling each patient, between groups of babies, after cleaning a cage, etc.
- No open-toed or open-sided shoes allowed while administering patient care.
- If bitten, wash area thoroughly and notify a staff veterinarian.

Information about a few zoonotic diseases:

### **Rabies**

Rabies is a viral disease carried by mammals. Although all mammals are potential reservoirs for the virus, animals are categorized according to risk of potential transmission. For example, raccoons, skunks, and bats are considered high risk rabies-vector species. Rabbits, squirrels, and opossums are considered low-risk. Handling of high-risk rabies-vector species is limited to those who have received pre-exposure rabies vaccinations. Cleaning the cages of high-risk species, as well as handling of medium and low-risk species is left to the discretion of the staff veterinarians. Transmission to humans usually happens via a bite by an infected animal. Non-bite exposure (exposure of infected tissue to open wounds, scratches, or mucous membranes) is considered rare, but should not allow for negligence.

### **Intestinal parasites**

Mammals, birds, and reptiles may shed organisms or eggs in their feces, and shedding may increase in a stressful situation, such as captivity. Most zoonotic transmissions occur from a fecal-to-oral route (accidental ingestion of eggs or organisms), although some can cause disease by penetrating skin via infected soil or water. Some parasites may cause GI disease in humans (*Salmonella*, *Giardia*, etc.); others may cause neurologic, ocular, or skin disease (hookworms, roundworms, etc). Again, use good sense and good hygiene when handling animals or cleaning cages.

(over)

(continued)

### **Salmonellosis**

Many animals may carry *Salmonella* species that may or may not be harmful to them; however, stress may increase shedding of the bacteria and may pose a risk to other animals or humans if transmitted. Transmission is via the fecal-oral route; symptoms in humans may include GI discomfort, diarrhea, nausea, etc.

### **Cutaneous, ocular, and visceral larva migrans**

These diseases occur in humans as nematodes migrate through skin, eye tissue or internal organs. Infection in humans occurs either by ingestion of infected fecal material or by penetration of skin. Infection with *Baylisascaris procyonis*, a roundworm of raccoons, may have life-threatening significance in humans. However, this parasite is in low prevalence in the Southeastern United States.

### **Leptospirosis**

*Leptospira* bacteria are found in urine of infected animals, and may be present in moist soil or water that has been contaminated by infected carriers. Leptospirosis is not specifically a disease of rats, as many mammals (including raccoons and opossums) can become infected or transmit the bacteria. Bacteria may penetrate the skin through prolonged contact or through open wounds. Initial symptoms in humans may include flu-like symptoms, such as fever, chills, and headache.

### **Psittacosis**

Some birds may carry a bacterium called *Chlamydophila* that (like *Salmonella*) may be shed more often during times of stress. Infected birds may range from having few to no symptoms to having inflamed eyes and difficulty breathing. Bacteria are shed in feces and ocular and nasal discharge. Infection in humans is from direct contact (including inhalation) of infectious material.

CROW medical staff works hard to remain current on emerging diseases and their significance. If you have a question regarding any zoonotic disease or its implications, please speak with a staff veterinarian.

Please **sign and return** with application \_\_\_\_\_  
Signature

# CROW



**Clinic for the Rehabilitation of Wildlife, Inc.**

## **Standard of Dress and Appearance for Volunteers**

Due to the hot and humid Florida climate, casual attire is permitted. CROW does maintain a professional work environment, however, and a set standard of dress and appearance is essential.

- T-shirts and short-sleeve shirts are acceptable. Any logos or graphics must not be inappropriate for a professional workplace. Sleeveless shirts, spaghetti straps, bare midriffs, skimpy tops and sheer (see thru) fabric shirts are not acceptable.
- Shorts are acceptable, please be sure in-seams for shorts are at least 6 inches. Clothing should always be clean and mended. It's understood that anyone working directly with patients or cleaning materials will acquire stains; this is part of the job and entirely acceptable.
- Rubber-soled, closed shoes or sneakers should be worn at all times while working with patients. (Open toes, sandals, flip-flops, are not permitted).

Updated July 2010

# CROW

Clinic for the Rehabilitation of Wildlife, Inc.



## Use of Electronic Devices on Hospital Property

CROW is a hospital where great focus and attention to detail is critical in performing all job functions.

To avoid unnecessary distractions and noise while working in patient and office areas, please refrain from carrying personal electronic devices (cell phones, ipods, mp3 players, etc).

If a situation requires you to carry your cell phone, please inform the Staff Veterinarian or Clinic Office Manager.

Personal calls should be limited to emergencies and may be conducted through CROW phone #s (main: 239-472-3644; **private** after-hours line: 239-472-1799).

Additionally, CROW's office computers are limited to CROW business use.