



Volunteer Service Description



Title	Groomer
Pay Class	Volunteer – Unpaid
Commitment	Minimum 4 months; 2, 4, 6 or 8 hours per week
Number of positions	Unlimited

Department/Division	PRCA/FRAS	Latest Review Date	08/28/14
Personnel Review		Department Review	Amber Francisco

Job Duties:

Essential Duties: Reports to and works under the supervision of the Farmington Regional Animal Community Program Manager, or designees.

- Willingness to handle, bathe, and trim dogs and cats
- Comfortable working with animals of varying sizes, temperaments, and needs
- Helps with general shelter maintenance: Windows, sweeping, dishes, laundry, etc., as directed
- Notes characteristics, traits, and personality of dogs and cats
- Alerts staff to any observed medical issues
- Maintains grooming supplies and area and alerts staff when supplies are needed
- Willingness to learn specialized skills in dog and cat grooming and care.
- Help animals be adopted and increase the Shelter's presence within the community
- Give affection with Shelter dogs and cats
- Always sign volunteer log with time in & out documenting your hours
- Dependable and requires only normal supervision
- Dress code: casual, clean and appropriate for location

The duties listed above are intended only as an illustration of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

Qualifications:

This position is subject to the City of Farmington's Drug and Alcohol Free Workplace Policy.

- Attends orientation scheduled by Community Program Manager
- Attends training scheduled by Community Program Manager
- Ability to communicate courteously and effectively with the public on all age levels



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- and cultural backgrounds, both verbally and in writing
- Ability to establish and maintain working relationships with co-workers, supervisors, other City personnel, and the public
 - Ability to listen and understand questions and provide accurate information
 - Ability to perform duties as assigned with little supervision
 - Ability to follow verbal and/or written instructions
 - Prior knowledge of grooming animals desired
 - Willingness to be patient with animals who may have not been groomed before
 - Must be comfortable and physically capable of working with a large variety of dog breeds and training levels
 - Good communication skills
 - Ability to physically handle both dogs, cats and cleaning responsibilities
 - Knowledge of, or willingness to learn, animal body postures and behavioral cues and act accordingly
 - Knowledge of, or willingness to learn, breed recognition and temperament traits
 - Willingness to follow directions of animal care staff
 - Willingness to maintain cleanliness of grooming area and other shelter areas
 - Must be able to lift 50 lbs. or more

Physical Demands:

The physical demands described here are representative of those that must be met by a volunteer to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the volunteer is frequently required to stand, walk, sit and talk or hear. The volunteer is occasionally required to balance; stoop, kneel, crouch or crawl.

The volunteer must occasionally lift and/or move up to 20 or 40 pounds. The volunteer may occasionally lift animals requiring up to 20 or 40 pounds of force. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.



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Work Environment:

The work environment characteristics described here are representative of those a volunteer may encounter while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is generally moderate to loud requiring ear protection provided by staff.

We are an Equal Opportunity Employer, M/F.