



FIGHTING CRUELTY WITH KINDNESS - VOLUNTEER

Our Philosophy

Through shared leadership our volunteers are an extension of our organization, promoting a collaborative model of humane communities. Our volunteers are ambassadors, helping us build positive momentum for social change. Through volunteerism we create mutually respectful relationships and together we make a difference.

Volunteer Resources

www.sPCA.bc.ca/volunteer
www.myvolunteerpage.com



Recruitment Assistant

Are you a matchmaker? With over 4000 volunteers across the province, we need volunteers to assist us with screening volunteer applicants and matching them to their most suitable volunteer position. If you have a recruitment or human resources background, we are looking for you!

Skills/Experience:

- Post-secondary education in human resources or related education/work experience
- Detail-oriented and organized
- Able to work independently
- Dependable and committed
- Excellent interpersonal and communication skills

Responsibilities:

- Review volunteer applications to verify all necessary information
- Conduct telephone and in-person interviews
- Record interview notes in BC SPCA volunteer database
- Make a recommendation for a volunteer program that is suitable to the applicant
- Contact applicants regarding next steps in the application process

Benefits For You!

- Interact with volunteers, staff, animals and the public
- Help create meaningful experiences for our volunteers by matching them to their most suitable position
- Gain work experience, track your hours and gain references for your resume or education

Time Commitment

- Number of shifts vary based on volume of applications received
- Volunteer must commit to one, 2-3 hour shift per week for at least 6 months

Requirements for the Position

- Volunteer Application
- Information Session
- Interview
- Recruitment Workshop
- Buddy Training Session

Our Mission: To protect and enhance the quality of life for domestic, farm and wild animals in British Columbia.