



MAKE A DIFFERENCE ONE ANIMAL AT A TIME. VOLUNTEER.

A Message from the CEO

Our volunteers make it possible for us to care for and assist over 40,000 animals a year. Volunteers not only have a direct impact on these animals' lives but also in their communities. With the support, knowledge and passion of our volunteers, we continually raise the standards of animal welfare in this Province.

Craig Daniell,
Chief Executive Officer

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 best fit 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.
- Ability to work independently.
- Dependable and committed.
- Excellent interpersonal and communication skills.

Responsibilities:

- Review volunteer applications to verify all necessary information has been provided.
- 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 public, staff, fellow volunteers, and animals.
- Gain recruitment experience for your resume.
- Help create meaningful experiences for our volunteers by matching them to their best fit position.
- Participate in educational events.

Time Commitment

- Number of shifts varies based on volume of applications received.
- Volunteers must be able to commit to one 2-3 hour shift per week.

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.