

City of San José
Department of Parks, Recreation & Neighborhood Services
Volunteer San José!
JOB DESCRIPTION

Job Title: Pet Photographer/Biographer Pal

Supervisor: Volunteer Supervisor

Length of Commitment Desired: Minimum 6 months– * 10 volunteer hours per month

Dates volunteer is needed: From December 2003 to Ongoing

Location of volunteer work (address): 2750 Monterey Rd.

Duties:

- Take pictures of adoptable animals with digital camera
- Post pictures on Website
- Write short and fun animal biographies to post with picture

What is fun and meaningful about this job? This position acts as a personal image consultant for all of our orphaned animals. They really need someone to help them put their best “paw” forward so to speak. Hundreds of potential adopters will be viewing them on-line. Your dedication in getting the picture that captures *their* special personality could be their best chance for a new home!

Desired Qualifications:

The volunteer must:

- Be able to use a digital camera
- Have basic computer knowledge
- Be able to write short creative paragraphs
- Be able to safely handle animals
- Have the ability to work independently
- Be dependable
- Be willing to adhere to policies and procedures as instructed

Minimum Age Requirement: 18

Training: (* all training in-house at Animal Care Center)

- ACS Orientation
- Safe Animal Handling Class

Number of Volunteers Needed: TBD

Comments/Other: