Volunteer Role Description

Title: TNVR Volunteer (Trap. Neuter. Vaccinate. Return)

Department: Administrative

Reports To: Outreach TNVR Coordinator & Volunteer Manager

Function: The primary role of this position is to help coordinate and execute Trap Neuter Vaccinate Return (TNVR) of cats in designated target areas in order to lower the number of feral cats and kittens entering local shelters, reduce nuisance issues and decrease the free-roaming cat population.

This position directs the activity and participates in humanely trapping feral cats for spay/neuter surgery, recovery and return to the location where trapped.

Local travel is required, and the volunteer has access to the Peggy Adams transport vehicles, tru-catch traps, covers and other necessary supplies.

Specific Requirements:

- Must support Peggy Adams Animal Rescue League’s mission, policies and practices.
- Must be able to provide accurate information to the public at all times with regard to TNVR and Countdown to Zero (C2Z).
- Must be able to deal tactfully and effectively with the public.
- Must have a cell phone, navigation software or the ability to read maps.
- Have a general knowledge of all shelter programs and departments.
- Trapping and transporting cats to Peggy Adams for surgery.
- Returning cats to the location trapped for release.
- Return to field of feral cats surrendered to the shelter as needed.
• Maintaining equipment inventory and clean traps
• Work closely with other TNVR volunteers (transport volunteers, holding/recovery volunteers, trapping volunteers)
• May be asked to assist with TNVR workshops to educate the community.
• Assist with volunteer recruiting and training as needed

Skills:

• Detailed knowledge of Palm Beach County roads and communities is preferable
• Detailed knowledge of county ordinance 98-22 pertaining to free roaming and community cats, stray wait times, and lost and found programs.
• High level ability to deal with a diverse community of people and avoid conflict
• Ability to tolerate unpleasant odors, lift 40 pounds and navigate a humane cat trap

Qualifications:

• Good communication skills; phone, in-person and written
• Understanding of cat behavior to be able to trap cats and avoid injury
• Physical ability to load and unload traps with cats
• Driver’s license and safe driving record
• Ability to drive a cargo van (no special license required)
• Access to internet / e-mail capabilities

Expectations:

• Expect to adhere to agreed schedule
• Contact supervisor if he/she cannot fulfill scheduling requirements
• Use approved equipment provided by the League as instructed

Training Curriculum:

• Volunteer orientation and interview with volunteer manager
• Trapping sessions with the outreach TNVR coordinator until approved by the coordinator
• Number of sessions vary based on experience
• Knowledge of Palm Beach County Ordinance 98-22
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<th>2016</th>
<th>Volunteer Strategic Plan – TNVR</th>
<th>Managers</th>
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<td>Effective/Review Date: 4/2016</td>
<td>Approved by: TP</td>
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**Training Schedule:**

- Schedule is determined by the Outreach TNVR Coordinator typically from trapping requests or planned mass trappings
- Weekly briefings as needed
- Schedule maintained by supervisor
- Communication maintained by Outreach TNVR Coordinator and Volunteer Manager

Trappers must be committed to reducing the cat population through the humane and effective use of TNVR, understand trapping protocols, be comfortable using tru-catch and drop traps as needed and demonstrate a professional demeanor when dealing with the public.