

HBSPCA Volunteer Position



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POSITION: Adoption Support “PetSmart Program”

SHIFTS AVAILABLE: Saturday 10am-3pm
Sunday 10am-3pm

LOCATION: Locations will change weekly. Branches include Ancaster, Hamilton and Burlington.

Start Date: March 2025

Overview

The **Hamilton/Burlington SPCA (HBSPCA)** is a leader in animal welfare in the Golden Horseshoe and one of Ontario’s most progressive animal welfare agencies. Our aspiration is **keeping pets and their people together**. We are here to **protect animals from people, provide affordable health care, and promote responsible pet ownership**.

In the last year, many animal welfare organizations have seen a **decrease in dog adoptions**, specifically in medium-large dogs. We are proud to have partnered with **PetSmart** to help aid in the longer shelter stays that these dogs have, by bringing an adoptable dog weekly to specific PetSmart stores to interact with potential adopters. By doing so, our goal is to **increase the reach** we have for our harder-to-adopt dogs by immersing them in the community and providing them with an outing to enrich them outside of the shelter.

Alongside our staff member, this role will be essential to allowing us to help more dogs find homes this year.

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Responsibilities

Your role would be including assisting our staff member with:

- Gathering any essential items they may need at the HBSPCA, to the determined PetSmart location.
- Assisting with care for the dog during the day while at the PetSmart location.
- Chat with potential adopters about the care requirements of the dog.
- Support the adoption staff member with applications or contracts as needed.

Qualifications

- Excellent interpersonal skills and customer service.
- Ability to handle and confidently interact with **medium-large dogs (up to 100+ lbs)**.
- Ability to carry **up to 50 lbs** of supplies as needed.
- **Computer proficiency** preferred including Microsoft Office, Excel, and PowerPoint.
- A **quick learner** with the ability to work in a **fast-paced environment**.
- **Excellent interpersonal and communication** abilities.
- Ability to **adapt to a dynamic environment** and manage multiple tasks simultaneously.
- **Flexibility and adaptability** to changing priorities and modified schedules based on organizational requirements.
- Must have a **G license and reliable transportation** to and from the HBSPCA.