



Archie's Exotic Pet Rescue

www.archiesrescue.ca



Event Volunteer



Event volunteers help organize and/or support large and small events, usually involving our animals. Our busy season tends to be May-October. All training is provided!

Potential Tasks

- Maintain communication with the board and other event and/or fundraising volunteers
- Assist with planning and execution of live events, such as those for education, publicity, and fundraising
- Oversee an area of animal handling, if applicable, and informal educational tidbits with event guests
- Attend Board meetings, as necessary (usually online)
- Recruit additional event assistants, as needed
- Organize and transport event materials, including animals, signs/banners, business cards, flyers, merchandise, etc.
- Attend assigned events, as necessary

Suggested Skills

- A dynamic, dependable, positive personality
- Willing to learn about animal care and handling (if you are willing to handle reptiles and tarantulas, even better, but we won't make you)
- Ability to stand for periods of time and lift/carry items of varying weight
- Ability to meet deadlines
- Exceptional communication skills
- Proactive/self-starter: Ability to work autonomously while being aware of the importance of accountability and communication
- Ability to set goals and priorities, create/implement action plans, document, evaluate
- Ability to troubleshoot and work under pressure
- Ability to evaluate and incorporate successes and learning opportunities from events