



Humane Animal Welfare Society

701 Northview Road
Waukesha, WI 53188
262.542.8851
www.hawspets.org

Dear prospective student volunteer,

Thank you for your interest in fulfilling your school or faith organization volunteer service requirement at HAWS! Volunteers are a huge asset to our shelter in that they allow us to provide the best possible care for the animals and maintain a clean facility while helping us to keep operating costs low.

Student volunteers are required to fulfill a minimum of three, one-hour shifts per month and a minimum of 20 hours of service. Due to a high level of interest in the program, students who do not demonstrate an ability to meet the minimum requirement are promptly dismissed from the program in order to allow another student the opportunity to participate. Students are assigned volunteer positions based on the shelters greatest needs at the time of acceptance in the program. It is possible that the job assignment will not involve direct contact with the animals, however upon completing 20 hours of service, students may participate in any program of choice, including animal socialization.

We receive inquiries from hundreds of students each year and unfortunately, we cannot guarantee opportunities for every student. Please contact the volunteer coordinator to inquire about availability prior to applying for participation. In order to be considered for our student volunteer program, each student is required to submit the following documents:

- 2 letters of recommendation from a non-relative adult (Teacher, coach, employer, group leader, etc.)
- Short essay explaining why you chose an animal welfare organization to complete your service hours
- Completed volunteer application and parental consent form (contact me for these forms)

These documents can be mailed to: HAWS, c/o Sara Stoss, 701 Northview Rd., Waukesha, WI, 53188, or you can deliver them personally and leave them with the front desk staff, or e-mail them to me at volunteer@hawspets.org. Once I have received and reviewed all required documents, I will contact you to let you know whether or not you have been accepted into the program.

Please don't hesitate to contact me if you have any further questions.

With appreciation,

Sara Stoss
Volunteer Coordinator
(262) 542-8851 Ext. 120
volunteer@hawspets.org