



BURKE COUNTY FRIENDS FOR ANIMALS – HUMANE SOCIETY OF BURKE COUNTY (FFA)

Code of Ethics Policy

Volunteers are the lifeblood of our organization. Whether your knack is stuffing envelopes, cuddling with the cats, grooming dogs, working on special projects, or walking the dogs, you are making a positive contribution and difference in the lives of the animals at our adoption center.

As a volunteer representing Friends for Animals – Humane Society of Burke County, your conduct and interaction with the staff, other volunteers and the public is expected to always be professional and courteous. In volunteering, you are making a commitment to both the staff and animals to carry out, to the best of our abilities, the tasks you have pledged to perform.

The Volunteer Code of Ethics clarifies the expectations and principles for FFA disrespectful behavior or exhibit a lack of self-discipline, the volunteer will be asked to leave the premises. Such behavior could be grounds for termination of volunteer status.

VOLUNTEER CODE OF ETHICS

As a Friends for Animals volunteer, I pledge to:

RESPECT

- Respect others even though I may not agree with them.
- Display courtesy, sensitivity, consideration and compassion for people and animals.
- Use good judgement in recognizing the scope of authority of staff members.

SAFETY

- Keep safety at the forefront of all volunteer activities.
- Follow the rules presented to me in training.
- Respect and use equipment and supplies as they are intended.
- Report all injuries **immediately** to a staff member.

QUALITY

- Perform all tasks to the best of my ability.
- Ask for help when needed.
- Recognize training is essential to maintain safe shelter practices.

SELF-DISCIPLINE

- Recognize my limitations and those of others.
- Set boundaries for myself-know my limits with animals as well as other activities.
- Hold myself accountable for commitments I undertake.

COMMUNICATION

- Recognize I communicate verbally as well as non-verbally.
- Listen to the needs of others.
- Advise shelter personnel of relevant information regarding the animals and my involvement at the shelter.

COMMITMENT

- Recognize true commitment comes from within.
- Respect that people and animals count on me to honor my commitments.
- Work together with staff and other volunteers to meet our organization's goals.

WELFARE

- Value my role in the maintenance and growth of the organization.
- Strive to promote a positive environment.
- Respect and support all people and animals.

DRESS CODE

- Maintain a neat and professional appearance.
- Wear long pants or shorts that are neat and clean.
- Closed toe shoes must always be worn.

Volunteer Signature

Date

You have never really lived until you have done something for someone who can never repay you.

–Unknown

No act of kindness, however small, is ever wasted.

– Aesop