



Sign Up — <https://tiny.cc/halliehillvolunteer> **Volunteer Resources** — <https://halliehill.com/hallie-hill-volunteers>
Password — dogscats

Signing up:

- Volunteers must schedule their visits by going to <https://tiny.cc/halliehillvolunteer>. This will allow everyone to see which days help is needed. We are expecting volunteers to commit to regular visits of at least 2-3 times a month. A consistent schedule (Ex: Every Monday; Every Other Wednesday) is most helpful.
- If you are unable to come or are going to be late, please let the Volunteer Coordinator know as soon as possible.
- If you want to bring a guest to the sanctuary, you must schedule a tour with Jennifer prior to their visit.

Please...

If you open it, shut it.

If you drop it, pick it up.

If you pull it out, put it away.

Things to remember:

- Treat all the animals with love, respect and kindness.
- Do not bring your personal pets to the sanctuary.
- Most of our animals are very loving, however anything with a mouth can bite, so please be careful.
- When handling animals consider they may have had a difficult past. Some have suffered hunger, abuse, abandonment and other difficulties of which we may not even be aware. DO NOT chase or corner any animal. Several cats will become aggressive if restrained or trapped.
- Report any and all injuries to Hallie Hill management.

Safety:

- Close the first door before opening the next. We would not want a cat slipping out past our feet.
- Do not use the doors in the back to move between pens. Those are only for staff to use when cleaning the back areas and the doors are often difficult to operate.
- Move slowly when handling the cats. Some will bite or scratch. Many cats do not want to be picked up.
- Many of the cats will rub against your legs and be right under your feet when they are anticipating a meal. Be careful not to trip.

Cleaning:

- Sweep. Brooms are hung in the front of each cattery. There are some areas you will be able to sweep sand and leaves out the door. Other areas will require the use of a dust pan.

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- Wipe down counters and shelves. Paper towels and spray cleaner are in the storage bins or hanging on the edge of the sinks. Be careful to put the paper towel roll away after use or the cats will shred it.
- Scoop litter. There are small white buckets available for scooping the soiled litter into. Soiled litter should be dumped into the large trash bins behind the cattery. Paper, cans or other trash should NOT be added to these bins. Please use the bin that is least full as they quickly get too heavy to dump. Add new litter to the boxes as needed. Leave scoops in the pen they are found instead of carrying them from pen to pen.
- Water bowls should be cleaned. There are fountains that plug in and bowls that automatically refill. There are bowls by the sinks that can be used to scoop the water from the bowls and pour it down the sink. The fountains can be unplugged, dumped and rinsed in the sinks. The small submersible pump should be rinsed to remove trapped hair.
- If the blankets are dirty, please pick them up and carry them to the tack room and put them in the laundry hamper. Sometimes the blankets can be shaken to remove the loose sand or fur and/or flipped over and re-used. A staff member will replace soiled blankets several times a week, so you do not need to replace any blanket you collect to be cleaned.
- Trash (such as cans, paper towels, and paper plates) can be placed into the trash cans found in the gated wooden enclosure behind the barn. Small bags of trash should be put into a can that has a liner. Kitchen sized bags or larger can be put into the larger unlined bins. If you want to recycle, you can rinse the cans and leave them in a bag in the tack room.

Quarantine Areas:

- There are quarantine condos located upstairs in the bunkhouse and in the tack room. These are used when cats first arrive until they can be fully vetted, or occasionally when a resident is sick and needs special attention.
- If feeding and cleaning in quarantine areas, be careful not to transfer blankets, toys, bowls etc from one condo to another unless they are sanitized first. Use the litter scoop and broom that is designated for each condo.
- Do not allow the cats to come into contact with the cats in separate condos.

Feeding:

- The cats are free fed dry kibble, but we don't want too much in the bowls at a time because it will get stale or even moldy. Don't put more than one inch of kibble in each bowl. If the kibble is damp, dispose of it and wipe out the bowl. Usually, you can pour the old kibble into one bowl, add a small amount of new kibble in each and sprinkle the older kibble on top. Occasionally, all the bowls need to be washed or wiped clean. We spread out the bowls because some cats prefer not to eat next to other cats.
- The cats are given approximately ½ can of wet food daily. Most pens need 5 or fewer cans total. You will need a bag to put the empty cans into. Bags are found in the front of each enclosure. You can put the food onto paper plates or use the washable plates. If the cats finish eating before you leave, please pick up the plates. If you use the washable ones, please rinse them. The paper plates can be disposed of.

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Enrichment:

- There are toys in each enclosure to stimulate the cats. Be careful not to leave the long strings of the chase toys hanging where they would be a strangulation hazard. Occasionally the toys need to be washed or wiped down. Please discard toys that are damaged.
- There are also treats to encourage interactions.
- Chairs are in the enclosures so you can sit and allow the cats to climb on your lap for affection. Remember that some cats are not comfortable being held.

Thank you, thank you, thank you! We appreciate all you do for Hallie Hill!