



Hawaiian Humane Society

People for animals. Animals for people.

HELPLINE CASE ADVISOR

Value of this position: Give advice and counseling to individuals who have contacted the helpline by either telephone or email. The majority of these individuals are people whom have recently adopted a pet from the Hawaiian Humane Society, but no individual is turned away. Responsible for record keeping, filing, stocking necessary supplies, checking email and communicating with callers in a timely fashion.

Time commitment: At least one 3-hour shift per week for a minimum of six months

Supervision: Report to Julie DeNucci, Animal Behavior Coordinator

Prerequisites/ Necessary Skills:

- I. Completion of General Volunteer Orientation