



Position Description –Gibbs Farm Weekly Animal Care Volunteer
Ramsey County Historical Society
March, 18th 2019

Title: Gibbs Farm Weekly Animal Care Volunteer

Classification: Volunteer

Position Summary: Gibbs Farm Weekly Animal Care Volunteer feeds, waters and puts away farm animals at Gibbs Farm.

Reports To: Gibbs Farm Volunteer and Adult Programs Manager

Time/Schedule: Volunteer will be responsible for 1-2 evening animal care shifts, done on the same day each week for 1 hour between the hours of 5-7.

Training Period: 1 informational meeting and 1-2 shadowing shifts.

Specific Responsibilities:

I. Care for Animals

- i. **Completes weekly animal care shift by following checklist.**
- ii. **Stays up to date on weekly or monthly changes to animal care routine.**
- iii. **Is responsible for unlocking and locking White Barn.**

II. Schedule and Communication

- i. **Communicates their schedule to Programs Manager by email or office phone.**
- ii. **Contacts Programs Manager with any questions or concerns.**

Qualifications

Required: Farm or Animal experience or demonstrated willingness to learn. Dependability. Ability to problem solve minor issues. Should be able to occasionally lift 50 lbs. Must be capable of working with limited direction once trained.