



Job Overview	
JOB TITLE	CAT CARETAKER
LOCATION(S)	At one of our Foster Homes (Waltham and Newton Locations)
REPORTS TO	Assigned to one of our Wisdom Cats (volunteers who have been supporting the care of our cats for a year or longer)
DUTIES	General Job Description
	<p>Works a morning or evening shift at foster home site. Fulfills specific responsibilities assigned – Note, these responsibilities may vary but typically consist of one or more of the following tasks:</p> <ul style="list-style-type: none"> • Washing the food bowls from previous feeding • Dispensing food • Cleaning and/or changing the litter pans • Sweeping and/or mopping the floors • Wiping down the counters • Taking towels/linen home to launder • Providing human interaction with the cats....subject to each cat's comfort level with people <p>NOTE: Generally there are at least two volunteers covering each shift, so at times those on site will need to discuss and divvy up tasks</p>
TALENTS/SKILLS	Working with Cats
	<p>Cats are very special creatures, and each one is definitely unique. The following list of talents and skills will enable volunteers to enjoy caring for the cats:</p> <ul style="list-style-type: none"> • Recognize that cats have personalities AND they expect humans to work with who they are at any given moment • Cats vary in their comfort level around humans • Some cats DO NOT LIKE BEING TOUCHED and other cats warm up to the idea • Take your signal from the cats; when in doubt, DON'T TOUCH OR PICK UP A CAT unless a seasoned volunteer who knows a particular cat well signals that it is okay to do so • Talk to the cats as you work around them: tell them about your day; ask them about their days. Speak in gentle, loving tones to them...they may not acknowledge that they hear you, BUT you can bet that they are listening!
MUSTS	What We Ask of You
	<p>Our cats depend on us, their human friends to provide them with responsible & loving care. We ask that you commit to a minimum of 6 months of consecutive service, that you show up to work your designated time slot &/or you find another Volunteer to cover for you, and that you treat our cats and other Volunteers with the respect outlined in our Code of Conduct.</p>