



Sociedad Protectora de Animales  
Los Pinos #7  
San Miguel de Allende  
GTO, 37736, Mexico  
Phone: 011 52 (415) 152 6124  
spa.sanmiguel@gmail.com

### Volunteer Information

1. Volunteer hours: Monday-Saturday, 11-2. Please do not come earlier. Dog cages and the cattery are not accessible before then because they are being cleaned. For dog walking, if possible, it is best to come shortly after 11. If you can only volunteer for a little while, that's fine. We appreciate whatever time you can spare! Thank you!
2. We will give you a simple form to sign so we have your contact information. Cat volunteers will be shown to the cattery and introduced to other volunteers who will give you a brief tour of the different cat areas. There are chairs and cushions in the cattery and toys to make your visit and play time with the cats and kittens fun and more comfortable. Dog volunteers will be given a short tour of the shelter and shown the correct technique for entering cages, leashing, and walking dogs.
3. Dog volunteers 14 and under and cat volunteers 12 and under must be accompanied by an adult. With adult supervision, they may play with cats and kittens and puppies, but may not walk dogs.

The balance of the numbered items deal with dog volunteers.

4. Clothing: Dog walkers should wear sneakers or rubber-soled shoes/boots, long sleeves, and long pants. They will protect you against falling and accidental scratches. When you go home, it's a good idea to change your clothes and take a shower before interacting with your own pets.
5. Focus: We suggest that you choose "regulars" – so that some of the dogs become familiar with you and you become familiar with them. It is easy to be overwhelmed by the number of animals and want to visit them all, but it is better to spend quality time with a few.
6. Signing out a dog: Before going to take out a dog for a walk, make sure you check the sign-out board to see whether the dog has already been walked that day. We're happy to help you choose a dog to walk! Also, if you want to walk with a friend, we'll tell you which of our dogs would be good for each of you to walk together.

All dogs that can be walked are listed on the board. Dogs that have a green dot next to their names are easier to walk. Dogs that have a red dot next to their names may pull a lot, be extremely shy and afraid of newcomers, or have other issues. Ask us about a red dot dog before walking that dog so you know what to be on the lookout for. When you have chosen the dog you want to walk, put your initials in the appropriate square on the sign-out board.

7. Getting your dog: Leashes are hanging on the side of the upper cages. When you go downstairs to get a dog and when you bring the dog upstairs, make sure you lock the gate behind you. Volunteers should walk one dog at a time.

If a dog growls or cowers or makes you uncomfortable in any way, do not try to take the dog out for a walk. The dog may be shy or new or afraid of strangers. If the dog appears eager to go out, extend your hand palm up outside the cage and let the dog get your scent. Some dogs demonstrate that they want petting, but always approach gently until you know them. You should always be cautious. You may want one of the experienced volunteers or the adoptions/volunteers coordinator to help you the first time.

If someone else is getting or returning a dog at the same time, move aside in case the dogs don't get along. Don't assume that just because the dogs are at the S.P.A., they are all friends. Some can be quite picky!

8. Where to walk a dog: Use the side exit to the street. Do not take a dog through the office. It is important that they not be exposed to other animals that may be clinic patients and sick. Before walking out the door, move the dog behind you and look outside to make sure the exit area is clear. Always walk up the hill to your right when exiting from the side door. You can walk up several blocks or turn to the left and go into an empty field. It's nice to spend some time sitting and petting the dog as well as walking. When walking a dog, keep your distance from other dogs being walked to prevent fighting. Do not let S.P.A. dogs mingle with stray dogs on the street.
9. Other dog visiting options: If you can't walk very much, we still need you! Sit with our dogs in their cages - pet them, sing to them, groom them, or work on appropriate behavior – all this helps to socialize a dog and make the dog more adoptable. You may also take a dog into the exercise area and play with her there. Please ask one of the regular volunteers to assist you with this, as there may be dogs in that area already.
10. Health: If you notice any wounds on a dog, signs of illness or infection including skin problems, it is best not to touch the animal. Instead, please report the condition by using the sheet that is hanging on a clipboard next to the sign-out board. If you are cut or scratched, be sure to clean the wound immediately. Seek medical treatment as soon as possible, if necessary. All of our dogs have been vaccinated against rabies, parvo, distemper and other common illnesses.
11. Puppies in Puppy World: We encourage you to spend time with the puppies in Puppy World. It is a little tricky to get in and out of the area without an errant puppy running through your legs, so please ask for help from one of our regular volunteers or our adoptions/volunteers coordinator. It is possible that puppies are in specific groups. If so, care must be taken not to mix up the groups.

#### Additional Information

Food and treats: Check with the dog and cat advocates before feeding any dog or cat. Though we appreciate that volunteers may wish to give treats, it is not always the best thing for the animals. No raw or cooked bones, please!

Isolation: The isolation area is clearly marked and has a separate entrance next to the upper level dog cages. Animals in the isolation areas and cages are under observation. Volunteers are not permitted in the isolation areas.