

Fundraising

Promote our recycling program and make regular rounds to collect iPods, inkjet cartridges, cell phones, digital cameras, & GPSs. (See Danika for flyers & boxes.)

Promote our website for purchasing re-manufactured inkjet cartridges. (See Danika for flyers.)

Organize aluminum cans at our recycling bin and take them to Omni Source.

Look for corporate sponsorships for spay-neuter and educational programs and materials (e.g. Purina's Rally to Rescue, PetSmart Charities, etc.)

Look for in-kind donations from local businesses (e.g. **GAS CARDS**, office supplies, cleaning materials, services such as printing, items for raffle, etc.) (All donations are tax deductible, and we provide receipts.)

Make craft items or collect donated items to sell at our flea market store or online

Collect larger recyclables (i.e. water heaters, metals, etc.) and take to Omni Source.

Keep bus sponsorship list up-to-date; contact sponsors to renew or join

Volunteer for the Belk Charity Day ticket sales in April & Nov. each year.

Contact national groups or organizations outside the area about fundraisers

Volunteers for Wal-Mart or other store fundraiser—stand at door with donation can

Volunteers for another Pancakes for Pets fundraiser in 2012—sell tickets, wait tables, etc.

Search for grants and help complete grant applications

Set up and run a fundraiser...be creative!—EVERY PENNY HELPS THE ANIMALS!

Administrative

Answer phones/greet people at office

Return phone calls

Help people complete transport and pet food pantry forms

Respond to emails about our services

Enter trip log and other data into computer

Coordinate and help train volunteers

Record volunteer hours/jobs

Help with bookkeeping (must have computer and know Quick Books)

Follow up on vouchers for pets adopted from the shelter (done by phone)

Search for grants to apply for—can be done by computer or at library.

Help complete grant applications

Design flyers for fundraising events and distribute/post via email and copies.

Develop and maintain new website to incorporate sales of pet items.

Send Thank you notes to donors

Keep newspaper article archive current

Community Outreach

Do community outreach & distribute handouts & event fliers (especially in Hampton, Roan Mtn. and outer areas of the county)

Look for community event opportunities (e.g. Covered Bridge, classroom events, church events, store events, etc.)

Participate in community events –help set up/take down materials, talk with the public, present educational information

Be a Help Desk volunteer (done by phone) to provide information and alternatives for pet owners seeking help

Develop an educational program to help change attitudes and teach about proper pet care and ownership responsibilities to be presented at schools, churches, libraries

Become a spay-neuter/No Kill ambassador and form working relationships with local churches and other organizations to educate and set up transports

Help organize and run a Pet Expo to educate about pet care, No Kill, and spay-neuter.

Work with local representative of Dogs Deserve Better (www.DogsDeserveBetter.org) and other groups to help educate dog owners and reduce the number of chained dogs and provide low- or no-cost dog houses

Start and run a feral cat trap-neuter-release program

Work with Animals

Be a foster family for shelter dogs or cats

Be a foster family for pet owners who need temporary help

Help train dogs in foster care to prepare them for a new home

Volunteer to help pet owners who are hospitalized to care for their pets

Start a feral cat trap-neuter-release program

Check the shelter regularly for lost pets and help locate owners; promote microchipping

Socialize feral kittens to help them become family pets

Foster sick, nursing, or pregnant animals until they are ready to be rehomed

Work with the ETSN Transport

Sign up transports – help pet owners complete forms at Tractor Supply on Saturdays, 10:30am to noon, or at the office during the week

Check-in pets morning of transport (6:45 am to 7:30 am at old Raceway)

Drive transport van or bus to clinic from Elizabethton

Drive transport van shuttle from Roan Mtn., Hampton, or Stoney Creek

Help clean & maintain transport bus and van

Clean/disinfect crates after transport

Prepare crates & van or bus for next transport

Paint the interior of the bus

Look for small pet travel carriers at yard sales, flea markets

Set up a van shuttle to pick up pets of home-bound pet owners for transport

Spread the word to outlying areas of the County

Work with the ETSN Pet Food Pantry

Sign up families— help pet owners complete forms at Tractor Supply on Saturdays, 10:30am to noon, or at the office during the week

Help sort and package pet food once a month

Help distribute pet food once a month at Farm Bureau parking lot

Make follow-up phone calls to families to keep their pet list up-to-date (i.e. spay-neuters, changing needs, reminders)

Keep pantry records up-to-date

Work with other volunteers to do fundraising events and food collections

Look for Purina pet food or cash donations from the community—friends, businesses, churches, schools, etc.

Spread the word about the pet food pantry for families in need, and for donations

Clip coupons for pet food (for us to use, or to distribute to pantry families)

Work with the ETSN Flea Market Store

(Tri-Cities Flea Market, Bldg. 12)

Volunteer your time to run the store on Saturday or Sunday each week.

Search for donations of items to sell—anything in decent condition, including clothing and furniture. Nicer items can be sold in online auctions.

Make craft items to sell. Does not have to be pet-related.

Help sort and price donated items.

Help with donation pick-ups when needed.

If necessary, clean up donated items and prepare for sale.

For nicer items, help list them online. (Can be done at ETSN office across from Bonnie Kate Theater.)

Upcoming Fundraisers

Valentine's Photos with Melvis, Sat. 2/11/12, 11am-2pm, Tractor Supply, Eliz.

Need: Distribute/post flyers

Volunteers to set-up and take-down

Volunteers to keep pets/owners organized during event

Pancakes for Pets, Sat., SOON?

Need: 10 volunteers, 7am-11am, Contact: Janet Isaacs, 423-547-3432

Pre-sell at least 100 tickets (\$7 each, we get \$4)

Distribute/post flyers

Ongoing:

Thrift store

Need: inexpensive/free space

items to sell

volunteers to collect, sort, staff store

Avalon Computers 10% back

Need: volunteers to distribute business cards, fliers, etc.

Recycling

Need: volunteers to distribute fliers

collect, send cell phones, inkjet cartridges, ipods, cameras, etc.

coordinator/driver/vehicle/volunteers for alum. cans and larger items

Candybars

Need: volunteers to sell

Melaleuca sales

Need: volunteers and/or distributors