

# MICHIGAN HUMANE SOCIETY COURT ORDERED COMMUNITY SERVICE PROGRAM APPLICATION

## Objective

To provide a place of work to satisfy the requirements of individuals who have been court ordered to perform community service.

## Age Requirement

Community Service Volunteers must be 18 years or older.

## Offenses and Hours Assigned

**Traffic violations and minor misdemeanor offenses** (with 20 or more hours assigned) will be accepted at the organization's discretion. No animal cruelty cases or any types of felonies will be accepted.

## Responsibilities

**Participants in the Court Ordered Community Service program are not allowed to directly handle animals.** Primary responsibilities of community service volunteers include providing janitorial services (i.e. sanitizing bathrooms, sweeping, mopping, washing dishes, washing laundry, cleaning outside grounds, cleaning cages, etc.). The majority of the work is physical labor and may include heavy lifting.

## Essential Qualifications

*Community Service Volunteers must be able to:*

- Commit to a schedule
- Work around animal waste
- Work outside
- Kneel
- Work with bleach and other cleaning products
- Stand for long periods of time
- Lift heavy items
- Bend

## Locations and Schedule

Berman Center for Animal Care- 900 N. Newburgh Rd., Westland, MI 48185

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
9:00am-1:00pm	9:00am-1:00pm	9:00am-1:00pm	9:00am-1:00pm	9:00am-1:00pm	9:00am-1:00pm	9:00am-1:00pm
1:00pm-5:00pm	1:00pm-5:00pm	1:00pm-5:00pm	1:00pm-5:00pm	1:00pm-5:00pm	1:00pm-5:00pm	1:00pm-5:00pm

Rochester Center for Animal Care – 3600 West Auburn Rd., Rochester Hills, MI 48309

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
9:00am-1:00pm	9:00am-1:00pm	9:00am-1:00pm	9:00am-1:00pm	9:00am-1:00pm	9:00am-1:00pm	9:00am-1:00pm
1:00pm-5:00pm	1:00pm-5:00pm	1:00pm-5:00pm	1:00pm-5:00pm	1:00pm-5:00pm	1:00pm-5:00pm	1:00pm-5:00pm

Mackey Center for Animal Care – 7887 Chrysler Dr., Detroit, MI 48211

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
9:00am-1:00pm	9:00am-1:00pm	9:00am-1:00pm	9:00am-1:00pm	9:00am-1:00pm	9:00am-1:00pm	9:00am-1:00pm
1:00pm-5:00pm	1:00pm-5:00pm	1:00pm-5:00pm	1:00pm-5:00pm	1:00pm-5:00pm	1:00pm-5:00pm	1:00pm-5:00pm

## Attire

Community Service Volunteers are required to wear closed-toed shoes, long pants, and a red shirt (no print or logo).

When submitting your community service application, you **must include documentation from your probation officer, the court, the judge, or another appropriate court professional**. The documentation must include your offense, how many hours you must serve and to whom we should address your hours of completion. **Once the following is complete and your community service ordered documentation is attached, please mail to:**

Attn: **Volunteer Programs Coordinator**  
 Michigan Humane Society  
 30300 Telegraph Rd. Ste. 220  
 Bingham Farms, MI 48025

**What location would you like to complete your community service work?**  
 (please indicate 1<sup>st</sup> and 2<sup>nd</sup> choice or indicate "0" if no interest)

Berman Center Westland  Rochester Hills Center  Mackey Center Detroit

**General Availability-**

	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
9:00am-1:00pm							
1:00pm-5:00pm							

Name: \_\_\_\_\_  
Last First MI

Address: \_\_\_\_\_  
Street City State Zip Code

Main Phone # (\_\_\_\_\_) \_\_\_\_\_ Other Phone# (\_\_\_\_\_) \_\_\_\_\_

Birth Date \_\_\_\_\_ Email: \_\_\_\_\_  
Month Day Year

Offense/Charges: \_\_\_\_\_

Date of Offense \_\_\_\_\_ Case Number # \_\_\_\_\_  
Month Year

Number of Court Appointed Hours: \_\_\_\_\_ Date to be completed by: \_\_\_\_\_

Probation Officer: \_\_\_\_\_ Phone Number: (\_\_\_\_\_) \_\_\_\_\_

Probation Officer Email: \_\_\_\_\_

Probation/Court Address: \_\_\_\_\_  
Street City State Zip

Attached is a letter/verification from my probation officer, judge and/or court official about my offense and court ordered community service conditions Yes  No

Are you able to complete the janitorial duties of the Community Service Volunteer position (please see responsibilities and qualifications on reverse side)? Yes  No

Do you have any allergies, physical conditions or psychological conditions which might affect your work? If yes, explain. \_\_\_\_\_

The Michigan Humane Society practices Humane Euthanasia for animals that do not meet our adoption criteria. At no time will you be asked to participate in any activity directly related to euthanasia.

I understand  I do not understand

Signature \_\_\_\_\_ Date \_\_\_\_\_