

Marketing: 15-20 hours /week [Furever Home Adoption Center, Inc.](http://www.fureverhomeadoptioncenter.com)
East Petersburg, PA www.fureverhomeadoptioncenter.com

Applicant will be responsible for email, telephone and in-person marketing for small retail animal rescue. Should be independent and self-starter that is comfortable and professional in representing our organization during encounters with local merchants and business while soliciting sponsorship advertising. Also will involve knowledge of computer programs for importing and uploading pictures of adoptable and adopted animals onto facebook, our business website and petfinder on a weekly basis. Ability to take pictures and transfer them to our computer files is helpful but not required. Applicant must be comfortable writing short weekly ads for local newspapers, as well as able to write press releases and keep website updated with fundraising events. Applicant must be willing to participate in fundraising events and local marketing opportunities within the community. This is an unpaid position. We are willing to participate with applicant in obtaining credit for the hours spent working. For more information or to set up an interview, contact fureverhome@verizon.net, or call 717-799-6900 and ask for MJ

Vet Tech: 10-15 hours per week [Furever Home Adoption Center, Inc.](http://www.fureverhomeadoptioncenter.com)
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Applicant will be responsible for assisting resident kennel manager and veterinarian with routine maintenance care of animals in our small retail rescue. Must be comfortable handling cats, dogs and small animals during incoming exams and during routine vet care, which may include vaccinations, weighing of animals, administration of medications, blood testing and insertion of microchips. Will include input of information into computer shelter management system and updating information on a regular basis. Applicant must be independent and comfortable working without supervision. Duties will include inspection of animals for signs of illness, record keeping of current medical care, scheduling with vet and kennel manager for the ongoing healthcare of resident animals and assisting with paperwork for animal adoptions. Will include assisting in daily cleaning and care of the animals, and may include participation in community events where attendance of animals is required. This is an unpaid position. We are willing to participate with applicant in obtaining credit for the hours spent working. For more information or to set up an interview, contact fureverhome@verizon.net or call 717-799-6900 and ask for MJ