



## **Volunteer Job Description**

**Position:** Assist with Outings

**Purpose:** To assist on Recreation Staff on Outings.

### **DUTIES AND RESPONSIBILITIES:**

1. To assist/accompany residents during outings.
2. To bring residents to bus so he (she) can load bus, assist with loading and unloading bus.
3. To get all pertinent information on resident eating habits and restrictions, medical needs.
4. To look out for best interests of resident.
5. To help load residents for the return trip.
6. To help staff put away all item once returned to facility.

**TIME COMMITMENT:** Outing as per schedule approximately 4 hours.

### **REQUIRED SKILLS AND QUALIFICATIONS:**

- General knowledge and understanding of the needs of the elderly
- To work together with caregivers and families so resident is not alone
- To be a sympathetic listener.

### **ORIENTATION AND TRAINING:**

A general orientation to the Home and job will be given by the Volunteer Coordinator or selected Staff/Volunteer prior to your first shift.

### **ACCOUNTABILITY/REPORTING:**

Responsible to the Volunteer Coordinator or Charge Nurse