



Volunteer Job Description Form



Today's Date:

Department/Organization: AT Home Care Hospice
Website: <http://www.athomecare.com/>

Volunteer Job – Project Name:

Companion/Respite Volunteer; Bereavement Volunteer; Cheer-Giving Volunteer; Office Support Volunteers

Work Site Locations:

Depends upon patient's location. Half of our patients live in assisted living facilities while the other half live in personal residences. At Home Care Hospice serves patients in 50 mile radius, so volunteers can visit patients who live in areas including Richmond City, Midlothian, Hanover County/Mechanicsville, Henrico Country, Powhatan County, and Goochland County.

Volunteer Job Duties:

Companion/Respite Volunteer: provide on-going support and reassurance to patients and their families residing at home or skilled nursing facilities. Respite care allows caregivers to take care of necessary errands, get some time away or just take a nap. However, the most important thing the volunteer offers is the gift of their presence.

Bereavement Volunteer: Hospice supports families after the loss of a loved one for 13 months after their loved one passes. We depend upon volunteers to correspond with patients and their family members by making and sending cards and calling patients.

Cheer-Giving Volunteer: Bring cheer to patients and their families by making crafts, goodies, and cheer kits. Many of our patients and their caregivers are unable to perform light housekeeping activities. As a volunteer you can bring cheer to a family by performing "light" duties such as vacuuming, laundry, dusting, and meal preparation.

Office Support Volunteer: Be a part of an office team! Volunteers provide administrative support through activities such as making phone calls, filing, preparing mailings and putting together training manuals. This is a very important role!

Skills Required:

Compassionate spirit and desire to serve others.

Start Time: Ongoing based upon volunteer availability
End Time: We ask that volunteers commit to at least six months of service and volunteer once, every other week, or twice a month. Volunteer visits typically last for 1-3 hours.
of Volunteers Needed: We welcome volunteers for each day of the week (Sunday – Saturday).
Times: TBD

Contact Person:

Contact E-mail

Contact Phone:

1. Katie Anderson

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