

Volunteer Job Description

Position: Friendly Visiting

Purpose: To spend time with a resident in a friendly, supportive environment.

DUTIES AND RESPONSIBILITIES:

1. When visiting in resident's room: knock before entering, ask if a friendly is welcomed and ask if they would like to sit and talk somewhere else.
2. When visiting in lounge area, approach everyone from in front not from behind in case they are startled, bend down if in wheelchair.
3. If they seem asleep gently touch leg or shoulder (as most residents doze from time to time but would not like to miss a visitor)

TIME COMMITMENT:

- First visits should be kept to 5 minutes (as you get to know the resident, time can be extended)
- Total visiting time should not exceed 2 hours, once a week or less
- If not able to visit, please call on day and explain to Volunteer Coordinator or Charge Nurse so resident will not be disappointed if expecting a visit

REQUIRED SKILLS AND QUALIFICATIONS:

- General knowledge and understanding of the needs of the elderly
- Good interpersonal skills
- Reliable and committed to selected time
- Use age appropriate language, behaviours

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