



Volunteer Position Description

Under the direction of the Senior Companion Project Director and the assigned Volunteer Station Lead, the Senior Companion volunteer will carry out the following duties, providing services to home-bound seniors. The volunteer understands that the goals of this project are to assist the client with their independent living needs, increase social ties, and decrease the client’s feelings of loneliness, depression and/or isolation.

Responsibilities

- a. Visit a maximum of 8 assigned clients, spending a minimum of 2 hours per visit with each client, but not to exceed 40 hours in total for any given week.
- b. Offer companionship and socialization, which may include reading, playing games, talking, listening, participating in recreational activities or assisting with filling out forms or other paperwork.
- c. Advocate for the client when appropriate to assist the client in obtaining necessary community resources or services that prolong independence and improve the quality of life. This may include access to personal care devices and assistance in transitioning from a hospital or other facility or in receiving hospice care services.
- d. Update client on current events and community activities, encouraging socialization and participation as appropriate.
- e. Assist with household management activities such as: organization, mail, correspondence
- f. Perform other appropriate Senior Companion duties. This may include light housekeeping, light meal preparation, and transportation assistance.
- g. Assist the client with building their support system, maintaining a safe environment, planning for disasters or emergencies.
- h. Submit monthly time sheets to the program office in a timely manner. Assist with Client Satisfaction Surveys.
- i. Adhere to all SCP policies and procedures and the directives of SCP staff.

Qualifications

- a. Volunteer Companions must be 55 years or older and determined to be capable of fulfilling the responsibilities required of the program as stated above without detriment to self or the client served.
- b. Volunteer Companions must be willing and able to volunteer between 5 to 40 hours per week.
- c. Volunteer Companions must have reliable and safe means of transportation.
- d. Volunteer Companions must have compassion for people with a kind and friendly attitude.
- e. Volunteer Companions must consent to and successfully complete and pass all background checks and applicable SCP pre-service and orientation training.

I agree to serve as a Panhandle Health District Senior Companion Volunteer. I understand that I am not an employee of the Panhandle Health District, the Senior Companions Program, or the Federal Government. By signing below, I understand that serving as a volunteer is contingent upon my agreement to submit to and pass a criminal history check. I acknowledged my right to review the results of said check. I further acknowledge that, as a volunteer, my services may be discontinued at any time.

SCP Volunteer Signature

Date

SCP Staff Signature

Date



Release of Information

Please read the following carefully and sign.

To better serve Senior Companion Program clients, it is periodically necessary to share information about the Senior Companion Volunteer with Volunteer Work Station staff and/or Panhandle Health District Staff. Program staff will share information about the strengths and weaknesses of a volunteer, their physical capabilities or limitations and their relative health.

The information you have provided on the Senior Companion application for enrollment in the Program and other informational forms you may complete by requirement or at the request of the Senior Companion Program comprises the types of information covered by this release. This information is necessary for the successful match of a Senior Companion and a client.

This release is also utilized for public presentations, for newspaper or other print media publications, for radio or for television concerning you or the Program and your participation in such projects.

I agree to the release of this information.

SCP Volunteer Signature

Date

SCP Staff Signature

Date