

Job Title:

Friendly Visitor Volunteer

Position Summary:

Friendly Volunteer makes visits to isolated Senior Services clients' homes on a regular basis.

Position Opportunities:

1. Complete orientation.
2. Telephone and visit clients as identified by Home Care staff.
3. Document visit on Client Visit Form to be filed in the client's chart.
4. Document visit on Friendly Volunteer Tracing Sheet.
5. Report any concerns to Home Care Supervisor.
6. Maintain client confidentiality and abide by HIPAA laws.

Desired Skills:

1. Available transportation
2. Good communicator
3. Caring individual
4. Respectful of client diversity

Frequency and time required:

As desired by volunteer with a minimum of two visits per month for one client (2 hours)

Other helpful information:

Mileage is calculated and reportable to IRS by the volunteer. Directions to client homes will be provided.