

Volunteer Position Description

Position Title:	Cancer Care Unit Volunteer
Position Type:	Patient Care Personnel
Facility:	Edg, Flo GC
Position Summary:	
Assists patients with comfort measures, meal trays and transport to other departments. Runs errands to other departments.	
Qualifications:	
<ul style="list-style-type: none">• Maintain confidentiality• Must be warm, helpful and courteous at all times• Interest in close patient contact• Must be able to stand for long periods and walk	
Duties & Responsibilities:	
<ul style="list-style-type: none">• Answer phones• Greet and queue patients into Mosaiq system• Run errands to other departments• Assist patients with meal trays• Assists with transporting patients• Assist patients with comfort measures• Spend one on one time communicating with patients and families	
Key Accountabilities:	
<ul style="list-style-type: none">• Maintains patient confidentiality• Answers phone correctly• Makes productive use of time	
Time Commitment:	
<ul style="list-style-type: none">• Three to four hours/week	
Uniform:	
<ul style="list-style-type: none">• Standard volunteer uniform	