## Main Entrance

## Responsibilities

Wayfinding volunteers at the Phelps Health Hospital's Main Entrance assist patients and visitors with getting to their destinations. Some of our patients and visitors can walk without assistance. However, others require wheelchairs to get them where they need to go.

Shifts are generally from 8:00 AM to noon and noon to 4:00 PM Monday through Friday, except on holidays and during bad weather.

### Requirements

Successful wayfinding volunteers should be able to walk and stand for a substantial period of time. Being able to push wheelchairs is helpful but not required. Ideal volunteers are friendly, helpful and courteous. Also, having a good sense of direction would be a desirable trait.

## **Volunteer Chaplains**

### Responsibilities

Volunteer chaplains support the Phelps Health Chaplaincy program by providing nights and weekend on-call coverage. They respond to nursing units and the emergency department to provide spiritual care and support to patients and families in times of crisis. They also help connect patients with their local churches if needed.

## **Benefits**

To show appreciation to our volunteers, we provide the following volunteer benefits:

- 10% discount on gift items in the Lily Pad Gift Shop
- Annual appreciation luncheon
- Annual Phelps Health picnic
- Awards: service pins with hour guards
- Discount at Employee Pharmacy
- Discount on meals
- Free coffee or tea while on duty
- Free flu vaccine
- Free hepatitis B shot series
- Free meal (up to \$5) after a 4-hour volunteer shift
- Free quarterly luncheon
- Free TB skin testing
- Free uniform and name badge
- Happy Hauler shuttle service
- Planned Phelps Health activities (offered through the Activities Committee)
- Reserved parking for volunteers

Scan the QR code below with your smartphone to apply online to become a Phelps Health volunteer.



# PHELPS HEALTH AUXILIARY AND VOLUNTEER SERVICES

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# AUXILIARY AND VOLUNTEER SERVICES VOLUNTEER OPPORTUNITIES



The Phelps Health Auxiliary and Volunteer Services invites you to consider joining our volunteers who make a big difference throughout our healthcare organization and in the community.





**Phelps Health** 

UXILIARY AND VOLUNTEER SERVICE

## **VOLUNTEER OPPORTUNITIES**

## Lily Pad Gift Shop

## Responsibilities

Volunteers at the Lily Pad Gift Shop greet and assist customers with anything they might need. They also run the cash register and help with pricing and putting out new items. These volunteers ensure the store stays presentable, take phone orders and may occasionally deliver items to patients in the hospital. Shifts are generally from 8:30 AM to 12:30 PM and 12:30 PM to 4:30 PM Monday through Friday. The Gift Shop also is open Saturday from 10:00 AM to 2:00 PM. The Gift Shop is closed Sundays.

#### Requirements

Successful Gift Shop volunteers should have good communication skills. Basic math skills are helpful in this position. Volunteers also should be friendly and customer service-oriented. Sitting, standing, walking, bending and reaching are all required for this volunteer position.



## Help Cart

## Responsibilities

The HELP (Here Everyone Loves Patients) Cart volunteer takes a cart with magazines; word search, crossword and Sudoku puzzles; coloring pages; and pencils and crayons to patient rooms throughout the hospital to help pass the time.

Shifts are generally from 9:00 AM to noon Monday through Friday, except on holidays and during bad weather.

### Requirements

Successful HELP Cart volunteers should be able to walk and stand for a substantial period of time due to the nature of this volunteer position.

Ideal volunteers are friendly, helpful and courteous. Also, having a good sense of direction would be a desirable trait.

## **Repeat Boutique**

### Responsibilities

Volunteers at the Repeat Boutique operate the cash register at this resale shop. They stock shelves with candy and other items, and accept donations when available. Volunteers also help with finding clothes for patients, via nurse requests. Shifts are generally from 10:00 AM to 3:00 PM Monday through Friday. The shop is closed on holidays and during bad weather. *Requirements* 

Successful Repeat Boutique volunteers should be able to operate a cash register and follow directions. Basic math skills are helpful in this position. Volunteers should be friendly, helpful, social and courteous as well as able to sit and stand. Some lifting may be required.

## **Medical Office Building**

## Responsibilities

Volunteers at the Phelps Health Medical Office Building (MOB) information desk assist patients in many ways. Volunteers may occasionally be required to escort patients using a wheelchair to a location in the building.

Shifts are generally from 8:00 AM to noon and noon to 4:00 PM Monday through Friday, except on holidays and during bad weather.

## Requirements

Successful information desk volunteers in the MOB ideally should be able to walk, stand or sit for a substantial period of time. Being able to push wheelchairs is helpful but not required.

Ideal volunteers are friendly, helpful and courteous. Good communication skills are a must for this volunteer position. Also, having a good sense of direction would be a desirable trait.



## Sewing Room

## Responsibilities

Sewing Room volunteers assist with sewing projects, such as pillows, teddy bears, mice, surgical caps for children and mastectomy kits. They also help with mending items as requested by Phelps Health departments. Some volunteers also knit baby caps and lap blankets for patients, from the comfort of their own homes.

Shifts are generally from 8:00 AM to noon (these hours can be flexible) Monday through Friday, except on holidays and during bad weather.

## Requirements

Successful Sewing Room volunteers should have prior sewing skills and experience. Volunteers must be able to operate a sewing machine, as well as hand stitch. Volunteers will mainly be sitting, but some deliveries are necessary, which would require walking.

