

## Volunteer Position Description

<b>Job Title:</b>	Fisher House Volunteer
<b>#of Vol. wanted</b>	2-3
<b>Purpose of Assignment:</b>	To assist Fisher House staff
<b>Using Service:</b>	Voluntary Service
<b>Department &amp; Location:</b>	Fisher House
<b>Site Supervisor and Phone:</b>	Anne Arnold/5773
<b>Time Requirements:</b>	Any weekday between hours of 10 am and 8 pm
<b>Specific Duties:</b> Please continue on separate sheet if additional space is needed.	<ul style="list-style-type: none"> <li>❖ Assist with checking guests in and orienting to FH</li> <li>❖ Give tours of FH</li> <li>❖ Accept donations/write up donation form/store donations in FH</li> <li>❖ Put orientation packets together</li> <li>❖ Put FH guest bags together</li> <li>❖ Straighten shelves in living room and family room cabinets</li> <li>❖ Visit with families/guests in FH</li> <li>❖ Assist with special events, dinners, etc.</li> </ul>
<b>Qualifications &amp; Training Required:</b>	Kind, caring, compassionate person willing to help; flexibility in kind of duties performed
<b>Performance Evaluation:</b>	Annual
<b>Risk Sensitivity:</b>	Low Risk/ Non Sensitive
<b>Volunteer Signature:</b>	