

Volunteer Position Description

Position Title:	2B2 Urology
Position Type:	Patient Services Personnel
Facility:	Edg
Position Summary:	
Assist patients and hospital staff RN, LPN, nurse assistants and clerical staff. The job encompasses direct patient contact to simply assistance with daily tasks of hospital personnel.	
Qualifications:	
<ul style="list-style-type: none">• Teen volunteers/adult volunteers complete the Nursing Unit volunteer training course and safety program sponsored by the Healthcare system. Volunteers are to adhere to the standards as listed in the SEH volunteers' booklets with a primary focus on patient confidentiality.	
Duties & Responsibilities:	
<ul style="list-style-type: none">• Volunteer duties include but not limited to deliver meal trays, feed easy patients upon direction of charge nurse. Runs errands to pharmacy, SPD, lab, dietary, walk patients with another employee. Discharge patients by wheelchair. Pass fresh drinking water. Answer intercom, phone and lights for messages only. Make un-occupied or post op beds. Post "with-hold" signs as directed by clerical staff. Straighten bedside units and patient rooms. Play cards with patients. Other duties as directed by the charge nurse.	
Key Accountabilities:	
For a volunteer to continue service on 2B2, the following work components must be met: <ul style="list-style-type: none">• Completes tasks accurately as directed by staff members.• Maintains patient confidentiality• Maintains regular weekly schedule.• Is willing to complete tasks as assigned within the realm of the listed position functions.	
Time Commitment:	
<ul style="list-style-type: none">• The average volunteer on 2B2 spends 3 to 4 hours on the unit at one time. The unit is open 24 hours 7 days per week. The volunteers on 2B2 typically work their hours between 10am and 7pm. Volunteers work Sunday through Saturdays but times may be flexible.	
Uniform:	
<ul style="list-style-type: none">• Volunteer uniform	