



Benevilla™

Cultivating Caring Communities

Home Services

Volunteer Positions Description

TIME ALLOCATION: Approximately 2-6 hours a week (Varies according to Members' needs)

TIME COMMITMENT: 6 months minimum.

PHYSICAL DEMANDS: Must be able to stand, safely walk independently, clearly see, hear, and safely operate a motor vehicle. On occasion, volunteers may need to lift up to 10 pounds (i.e. a walker). While performing these duties the volunteer may be exposed to weather conditions prevalent at the time, including temperature changes and heat over 100 degrees.

QUALIFICATIONS/REQUIREMENTS: Must follow program procedures, project a warm, caring attitude, communicate well with others, and enjoy helping homebound senior adults and/or physically impaired individuals. Three personal references are required, a background check, current driver's license and proof of personal automobile insurance. Must sign Oath of Confidentiality and Code of Ethics. Must attend Benevilla initial orientation, department training, and meetings.

CONTROLS OVER THE POSITION: Reports to and receives supervision from the Home Services Coordinator or designee.

DUTIES AND RESPONSIBILITIES: To carry out the specific requirements of each position as outlined in the Home Services Volunteer Guidelines for the following positions:

POSITION:	SUMMARY:
ASSISTED TRANSPORTATION (TR)	Provide safe, friendly, door-through-door, arm-in-arm transportation for Members to medical and other essential appointments.
GROCERY SHOPPING (GS)	Assist Members with the implementation of volunteer shopping services.
EMERGENCY ERRANDS (ER)	Assist Members with identified essential errands.
FRIENDLY VISITOR (FV)/ PHONE PAL (PP)	Visit or contact Members and provide opportunities for companionship.
HANDYMAN (HM)	Assist Members with minor home repairs and/or maintenance within the scope of our Home Services program.
BUSINESS ASSISTANCE (BA)	Assist Members with organization, education, and assistance with their business affairs within the scope of our Home Services program.

SIGNATURES: By signing you acknowledge you have been trained as a Home Services Volunteer and are aware of the scope of the Home Services program. You are not bound to perform all Home Services, but may choose how and when you wish to serve based on your abilities, preferences, and schedule.

Volunteer Print Name

Volunteer's Signature

Date

Supervisor's Signature

Date