



Volunteer Program

2120 Heights Drive • Eau Claire, WI 54701
 Contact • Corinna Bosinske • Program Director
 Phone • (715) 832-1681 • Ext. 256
 www.cbosinske@theclairemont.com

Application to Volunteer

Name: (First/Middle/Last)	Today's Date:
Address:	Phone:
Employer:	Best Time to Contact:

Availability

Please indicate the days and times you are available to volunteer:

Long-term Short-term Special Project

Time/Day	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Afternoon							
Evening							

Emergency Contact Information

In case of an emergency contact:

Name: (First/Middle/Last)	Relationship:
Work Phone:	Home Phone:

Skills and Interests

Please check the following areas in which you have skills you are willing to share:

Crafts:

- ___ Handcrafts
- ___ Crocheting
- ___ Knitting
- ___ Scrap booking

Recreation:

- ___ Board Games
- ___ Card Games
- ___ Bingo
- ___ Chess/Checkers

Musical:

- ___ Voice
- ___ Instrumental
- ___ Performing

Miscellaneous:

- ___ Baking
- ___ Writing
- ___ Reading
- ___ Taste Testing/Judging Food

Artistic:

- ___ Drawing
- ___ Painting
- ___ Calligraphy
- ___ Gardening

Other:

Why are you interested in volunteering? _____

Volunteer Service Job Description

Title:

Registered Volunteer

Qualifications:

1. Must have a genuine interest to work with the elderly and be sensitive to their needs
2. Must be reliable and dependable to carry out the volunteer assignment
3. Must be free of communicable diseases and able to push a wheelchair
4. No convictions of abusing, neglecting, or mistreating individuals (42 CFR 483.12 (c)(1)(ii))

Description of Responsibilities:

Assisting with scheduled activities, conduct their own groups or provide one-on-one visitation.

Objectives of the Volunteer Program:

1. To assist residents in reaching and/or maintaining an optimal level of physical, mental, and social functioning
2. To provide means for maintaining contact with the community
3. To offer volunteers and resident a positive experience, a chance for the resident to share their wisdom and experiences; and for the volunteer to share their skills, talents, and friendships

Job Activities:

1. Assist with scheduled activity programs
2. Provide entertainment for parties or events
3. Provide visitation on 1:1 basis with residents to talk, play cards, write letters, etc.
4. Any other jobs that will aide in the quality of life for the residents

Orientation and Training:

Orientation consists of a meeting with the Volunteer Coordinator to review the facility rules, tour the facility, and volunteer assignment based on the interests of the volunteer and volunteers needed.

Supervision:

The Volunteer Coordinator is responsible to the overall supervision of volunteers. Those assisting with activity groups will be instructed by the Activity personnel carrying out the various activities.

Volunteer Signature

Date