



In-Person Check-in Volunteer Position Description and Services Agreement

Reports To: Program Director

Time Commitment: Variable depending on the number of elders matched with, which influences length of visit. Visits will average between 15 and 30 minutes plus drive time. Six month commitment to program required.

Summary: Connect with a small group of elder friends (2 – 5) with short in-person check-in visits to help relieve immediate feelings of loneliness and isolation, while also maintaining social connection and a sense of belonging within the LBFE family. Overtime, once rapport and trust is established, the In-Person Check-in volunteer will help conduct isolation assessments, gather short elder bios toward facilitating matches with Visiting Volunteers and help collect Elder Day Dreams toward the fulfillment of great elder happiness. In essence the In-Person Check-in Volunteer is part of a continuum of care that allows us create tailored care plans that help ensure elders stay living independently in their own homes longer, while enjoying a greater sense of dignity and well-being.

Duties:

- Match with two to five elders
- Visit each elder a minimum of twice a month for 15 – 30 minutes per check in visit
- Complete ongoing time reports
- Act as a liaison between the elder friend and LBFE by reporting concerns about health and life changes as necessary.

Requirements:

- Minimum age requirement of 18.
- Sign a statement of confidentiality and keep information about the older adult you serve private.
- Exhibit sensitivity to the needs of lonely and isolated elders facing challenging circumstances
- Be an excellent listener with an empathetic and non-judgmental attitude
- Exhibit flexibility and open mindedness to diversity,
- Demonstrate ability to make commitments and follow through while being self-motivated
- Ongoing completion and submission of time/assessment reports

Training, Supervision & Evaluation:

- LBFE Volunteer orientation followed by a 30 minute training from supervisor
- Volunteer Feedback Evaluation after first week while supervisor monitors situations via time reports

Benefits:

Volunteers often find gratification from relieving the isolation of an older person. They gain experience in the field of aging services and they develop new friendships and share new experiences. Training and workshops related to issues on aging are also available. Documented experience working with elders. Favorable job references

Volunteer: _____ Date: _____

Program Director: _____ Date: _____

