

Volunteer Job Description

Title: First Circle Friends Volunteer

Objective: In a group setting, provide friendship, social stimulation, dignity and support to First Circle Friends participants with memory loss while giving their caregivers respite time.

Qualifications: Patient and flexible with desire to learn memory care.

Training: Attend one four-hour volunteer training session and quarterly four-hour continuing education sessions.

Staff Supervisor: First Circle Friends lead volunteer and First Circle Friends coordinator.

Responsibilities include:

- Complete orientation and continuing education offered through local social ministry organization.
- Be open to learn about memory loss and caregiver needs and support.
- Share activity ideas at First Circle Friends. Activities focus on cognitive and social stimulation.
- Assist and lead as needed with planned activities.
- Volunteer at least one time a month at First Circle Friends and be able to make a year commitment.
- Observe confidentiality at all times.
- Express any concerns to lead volunteer or First Circle Friends coordinator.
- Assist with recruiting efforts for volunteers and participants.
- Keep agreed upon schedule. If unable to attend when scheduled, contact lead volunteer ASAP. If possible, find a substitute. There should be one volunteer to every participant. There must be one volunteer to every two participants. One-to-one is part of what makes First Circle Friends so special and unique.
- A volunteer agrees not to provide medical care or give medication or assist with daily cares such as dressing, grooming or toileting. If any of this is required, call First Circle Friends coordinator.