

Volunteer Position Description



Position: Memory Work & Activity Volunteer
Departments: 6N, 6S, 7N, 7S, 8N, 8S, 9S
Campus: Sacred Heart Medical Center
Supervisor: Recreational Therapist, Nurse Managers
Shifts: Weekdays, flexible shifts
Created: October, 2022

REVIEWED:
Feb-23

GENERAL SUMMARY

Volunteers will lead activities and exercises that encourage thinking, concentration, communication, and memory retention/recall in patients over the age of 65, and/or patients with mild to moderate dementia. In doing so, volunteers will help to improve the patients' self-esteem and provide them with a sense of fulfillment and comfort, as they look back at their lives or enjoy activities.

The Mission

As expressions of God's healing love, witnessed through the ministry of Jesus, we are steadfast in serving all, especially those who are poor and vulnerable.

Our Values

Compassion. Dignity. Justice. Excellence. Integrity.

Our Vision

Health for a Better World.

Our Promise

Know me, care for me, ease my way.

QUALIFICATIONS

- Completion of Memory work training

KNOWLEDGE, SKILLS, AND ABILITIES

- Communicates clearly and respectfully with others.
- Maintains confidentiality and models it for others.
- Speaks, reads, and writes the English language.
- Excellent customer service skills and has a sincere interest in serving others.
- Accepts supervision and adheres to hospital policies.
- Flexible in responding to change.
- Acts appropriately when dealing with critical, stressful, and/or unexpected situations.
- Recognizes own limitations and seeks help from appropriate sources when needed.
- Dependable and punctual; openly communications scheduling changes.
- Good organizational skills with an attention to detail.
- Sociable and engaging
- Knowledge of the key characteristics of reminiscence activities (after training)

ESSENTIAL FUNCTIONS

The duties listed are essential functions of the position. However, other duties may be assigned, and may also be considered essential functions of the position.

The volunteer must be sufficiently fluent in the English language to satisfactorily perform the essential functions of the position. The degree of fluency required will vary depending on the nature of the position.

Volunteers are expected to honor the Mission, Values, Vision, and Promise and adhere to the Code of Conduct, policies, and standards of their organization.

For direct patient care roles: Performs and maintains currency of essential competencies as required by specific area of hire and populations served.

Essential Duties

- Check in at the start of each shift with the recreational therapist to obtain a list of patients to visit that day (both for memory work and other activities)
- Prepare or obtain materials for patient participation sessions
- Routinely communicate with unit staff and patients to determine needs
- Work with recreational therapist to coordinate one on one activities for patient participation
- Lead and document individual activities on various units with a variety of patients
- Utilize various prompts (smells, sounds, photos), as well as conversation starters to help engage dementia patients and help them reflect on their positive life memories.

PHYSICAL DEMANDS and WORKING CONDITIONS

Physical Requirements

Please note for patient and material handling, the safe maximum force exerted by the volunteer should not exceed the following set values:

"For safe patient handling, in ideal situations, no more than 35 lbs. Maximum force should be lifted without the use of available lifting aids/equipment." (National Institute for Occupational Safety and Health (NIOSH) Safe Patient Lifting/Carrying thresholds). In situations of patient emergency some exceptions to this recommendation may exist (reference Safe Patient Handling Policy/Guidelines).

"For safe non-patient manual material handling, a Recommended Weight Limit (RWL) is 51 lbs. maximum without the use of assistive devices and/or team lift." (National Institute for Occupational Safety and Health (NIOSH) Work Practice Guide for Manual Lifting thresholds).

"The frequency of categories (never, rarely, occasionally, frequently, constantly) are based on the percentage of the work shift. For example, occasionally is up to 1/3 of the work shift (US Department of Labor).

Lifting/moving patients: Mechanical forces generated by volunteer with or without use of lifting aids/equipment

Physical Requirements

- Vision and hearing within normal range.
- Able to lift and carry objects up to 25 lbs., or within own weight limitations.
- Able to provide wheelchair transportation up to 200 lbs., or within own weight limitations.
- Able to walk, reach, bend, and stand, often walking or standing for extended periods of time.

Work Hazards

- Potential exposure to infectious diseases.
- Potential exposure to blood and body fluids.
- Potential contact with combative/confused visitors and patients.
- Potential contact with hazardous chemicals.