



## VOLUNTEER HOME HELPER

**GOAL:** Provide companionship while assisting clients with in-home chores that they struggle to complete. Duties vary by client but may include heavy or light cleaning or organization. Volunteers are typically matched to work one to one with a client in an ongoing relationship, though family volunteers are also welcomed.

### Duties and Responsibilities:

- Provide in-home services to your assigned client on a mutually agreed upon schedule; one or two visits per month for 1-2 hours each time is typical but individual client needs may vary.
- Follow the directives of your client in helping them to complete needed tasks.
- Report any concerns about client's health and safety to Operations Manager.
- Complete job form and email to Help At Your Door after each visit with client.
- Read volunteer email updates and newsletters to keep up on current news.
- Adhere to Help At Your Door policies regarding appropriate boundaries and activities.
- Provide a minimum of two weeks' notice before ending the volunteer role.

### Requirements:

- Completion of volunteer application and criminal background check.
- Completion of in-person interview and orientation with Volunteer Manager.
- Commitment to providing service for a minimum of 3 months.
- Ability to listen and relate to older people in a warm, friendly, and non-judgmental manner.
- Punctuality and the ability to work cooperatively with others.
- Interest in Help At Your Door's mission of helping seniors remain at home.
- Individual volunteers must be at least 18 years of age. Children volunteering with a family must be a minimum of 6 years of age.

**Reports To:** Operations Manager

For More Information Contact:

Help At Your Door

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