

## VOLUNTEER POSITION DESCRIPTION

<b>POSITION TITLE: Beverly Centre Shabbat &amp; Cultural Program Assistant</b>
<b>PURPOSE:</b> To help with weekly Shabbat and Cultural program set-up.
<b>DUTIES AND RESPONSIBILITIES:</b> <ul style="list-style-type: none"><li>• One on one contact with seniors in the long term facilities</li><li>• Weekly attendance is desirable, but volunteer group member can rotate and attend sessions once or twice a month</li><li>• Understand the significance and meaning of the religious services</li></ul>
<b>TIME REQUIREMENTS:</b> <ul style="list-style-type: none"><li>• One time a week, every Friday from 10:00am to 12:00pm</li><li>• Availability for other cultural holiday celebrations</li></ul>
<b>SKILLS AND QUALIFICATIONS:</b> <ul style="list-style-type: none"><li>• Multilanguage skills an asset</li><li>• Interest in working with seniors in Long Term Care facilities</li><li>• Knowledge of Shabbat and Cultural traditions</li><li>• Provide an entertainment. (i.e. Able to play on any musical instrument)</li></ul>
<b>TRAINING:</b> <ul style="list-style-type: none"><li>• Volunteers will be oriented to the agency and will receive training relevant to the position.</li><li>• Ongoing support provided</li></ul>
<b>ACCOUNTABILITY</b> You will be responsible to the Seniors Coordinator
<b>EXPECTATIONS:</b> All volunteers are asked to: <ul style="list-style-type: none"><li>• Abide by JFSC policies &amp; procedures</li><li>• To attend orientation and training workshops as necessary</li><li>• To participate in evaluations every six month</li><li>• To maintain confidentiality</li></ul>
<b>BENEFITS:</b> <ul style="list-style-type: none"><li>• Receive continuing education regarding seniors and their issues</li><li>• Work record of hours for job references.</li><li>• Social events and volunteer recognition</li><li>• Career exploration</li></ul>
<b>OTHER:</b> <ul style="list-style-type: none"><li>• A drivers abstract will be required</li><li>• Security checks</li></ul>
<b>For more information call Karen Greenberg 287-3510</b>