



**Position Title:** Older LGBT (lesbian, gay, bisexual, transgender) Bi-Weekly Volunteer  
**Department:** Health and Wellness  
**Reports to:** Supervisor, Health and Wellness

### **Program Description:**

The Older LGBT Bi-weekly Social is consistent with the SPRINT Senior Care Mission, Vision and Values in ensuring that independent and socially isolated seniors are able to meet with one another for an opportunity to socialize and information share in a safe environment.

### **Position Summary:**

The volunteer works directly with the Supervisor, Health and Wellness to facilitate a bi-weekly social program for seniors who identify as LGBT or an ally. The volunteer assists Program Staff by setting and cleaning up the social space, socializing with clients, and helping to organize program activities. Activities could include but are not limited to facilitating discussion groups, organizing board games, movie viewings, book readings, and in assisting with special events. The volunteer is supportive in fostering the congenial atmosphere of the social. Working with LGBT seniors, the volunteer will facilitate activities that are of interest to this demographic.

### **Quality, Health & Safety/Risk Management:**

In order to reduce risk to clients, employees, volunteers and the agency, SPRINT Senior Care expects that all employees and volunteers will work within the mandate of their job description, and abide by the policies and procedures of the agency. Each employee is responsible for his/her own safety as well as that of fellow employees.

SPRINT Senior Care expects every employee and volunteer to work and participate in quality improvement efforts. This is an organizational philosophy that seeks to meet clients' needs and exceed their expectations by using a structured process that selectively identifies and improves all aspects of service.

### **Training:**

- Orientation package
- Participate in an orientation session with the H&W Supervisor
- Attend training sessions when possible

**Service Responsibilities:**

- Willingness to learn about LGBT seniors' issues
- Maintain client confidentiality at all times
- Interact and socialize with the clients
- Prepare and server light snacks for the bi-weekly Social program
- Assist in physical set-up and clean-up of the room and keeping program area tidy
- Assist in planning for activities prior to day of social

**Time, Commitment:**

- Every other Thursday – 1:00 pm – 5:00 pm
- Volunteers should consider a minimum four month commitment

**Organizational Responsibilities:**

- Participates positively and contributes to the positive image of SPRINT Senior Care in the community.
- Adheres to and participates in all SPRINT Senior Care system requirements

**Success Measures:**

- Positive feedback from staff
- Clients pleased with service
- Satisfaction from the volunteer

**Benefits and Challenges:**

- Helping LGBT seniors in the community
- Developing new friendships

**Qualifications:**

- Must be 16 years of age or older
- Ability to exercise sound judgment, flexibility and to work as part of a team
- Excellent communication, organizational and interpersonal skills
- Sensitivity to LGBT issues, particularly those of LGBT seniors
- Experience in a group setting
- Ability to focus on the needs of an elderly person or individual with disabilities
- Ability to be patient, understanding and compassionate
- Satisfactory Police Records check

Updated January 2014

