



Trail Association for Community Living

Volunteer/Student Job Description

Job Title: Volunteer/Student

Purpose: The purpose of the volunteer position is to shadow the staff at the identified worksite. This will enable the volunteer to identify the skills required in the position, explore compatibility for a career in the field and/or to build the necessary skills to apply for a position within the organization.

Reporting: The volunteer/student will report directly to the program supervisor or staff on site at the time they are completing their volunteer hours.

Timeline: Volunteer positions will be individualized and the duration will be dependent on the needs of both the volunteer and the organization. The time commitment will be negotiated when completing the application.

Qualifications:
Pleasant manner, patience, problem solving ability, dependable and respectful.

Dress Code: Business casual, clean clothes with attention to personal hygiene.

Restrictions: Volunteers/students will shadow the existing paid staff on site but will be restricted from being left alone with any program participant and/or completing any hands on supports eg. bathing, toileting, dispensing medication etc.

Signed: _____ Date: _____