

# PARKWEST VOLUNTEER OPPORTUNITIES

*If you have at least 4 hours a day, one day a week,  
join us and let volunteering at Parkwest be your new  
"HAPPY PLACE"*

Come grow with us as we open our new Dogwood Tower by matching your **time** and **talents** with just the right volunteer activity!

## **Surgery Waiting:**

Welcome patients and families to the surgery waiting process. Orient the spokesperson on patient's progress during pre-op, surgery, recovery and post-op. Position requires computer skills and multi-tasking with frequent walking. Assist with cleanliness of waiting room and coffee area.

## **Information Desk:**

Greet and welcome patients and guests. Provide directions and general information. Answer phones. Escort patients and guests to various areas of the hospital. Assist with wheelchair transport when necessary.

## **Critical Care Waiting:**

Caring and compassionate volunteers coordinate visitation times for family members and serve as communication liaison between families and Critical Care clinical staff. Assist with cleanliness of waiting room, recliner and kitchen areas.

## **Surgery Consultation:**

Coordinate consultation between family members and physician following patient's surgery or procedure. Provide direction to various areas of the hospital. Requires computer skills and frequent walking and coordination and follow through on consultations with surgery waiting.

## **Procedural Care Unit (PCU) Waiting:**

Welcome and coordinate check in and updates for Heart Cath and Endoscopy patients. Position requires computer and multi-tasking skills and some walking. Assist with cleanliness of waiting room and coffee area.

And more!  
Check out the benefits of volunteering  
and additional service areas on back.



# Parkwest volunteers are valued

*If you are looking for a way to bring additional meaning to your life, to help and serve others and to feel rewarded for your efforts—then we would love to have you join our Parkwest Family of Volunteers!*

*...continued from front page... more volunteer service areas:*

**Admitting/Registration:** Assist patients with kiosk check in and escort patients to various areas of hospital for test/procedure.

**Emergency Department:** Support staff as requested and assist in the waiting area during evening hours.

**Fort Sanders West:** Assist with clerical and non-clinical duties at Physical Therapy and Cardiac Rehab.

**H.A.B.I.T.:** Volunteers and their animals trained by University of Tennessee H.A.B.I.T. program provide animal-assisted therapy with staff and at Parkwest Senior Behavioral, Peninsula and Thompson Cancer Center West.

**Lost and Found:** Assist with pickup, organizing and contacting patient/visitors of lost and found items.

**Materials Management:** Assist with warehouse stock, labeling products or pulling orders for hospital units.

**Meal Tray:** Assist staff on units with non-medical tasks (passing out patient meal trays).

**Patient Calls:** Provide a phone “hug” by conducting follow up phone calls of recently discharged patients using our patient call computer system.

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Active volunteers who serve at least 100 service hours per year receive the following:

**Meal voucher** on volunteer day for the Boulevard Bistro

**Free Valet Parking**

**Discounts** in the Gift Shop

**Annual** Flu vaccination

**Educational** in-service programs

Participation in **annual recognition and holiday lunches** and other social activities

