JUNIOR VOLUNTEERS

WHAT IS A JUNIOR VOLUNTEER?

A Junior Volunteer is a young man or woman between the ages of 14 and 18 who volunteers in the hospital, performing specific duties on a regularly scheduled basis. The assignments are varied and he/she has the opportunity to experience many types of service according to capabilities, performance, dependability and interests.

HOW DO I BECOME A JUNIOR VOLUNTEER?

At the age of 14 you may apply by contacting the Volunteer Department. Upon completion of an application, satisfactory references and recommendations, you should call to set up an appointment for an interview with the Director of Volunteers. PLEASE NOTE: The candidate must be accompanied by a parent or guardian at the initial interview. In the event of a waiting list, you will be accepted in the order in which you apply. All volunteers must attend a volunteer orientation.

WHAT DUTIES WILL I PERFORM?

As a Junior Volunteer, you may serve in a variety of hospital departments. Examples include; Admissions, X-Ray, Messenger, Escort, Transport Team and Physical Therapy. Older Junior Volunteers may apply for training in the Emergency Department or the Nursing Units.

WHAT DO I WEAR?

Junior Volunteers wear polo shirts with the embroidered Lankenau Medical Center logo. Appropriate attire is dark slacks, or khakis; women – dark slacks or skirts. No blue jeans, caps or shorts and please keep the shirt tucked in. Wear comfortable (closed toe) shoes or sneakers. The hospital will provide you with an ID badge. The ID badge must be visible at all times!

WHEN DO I VOLUNTEER?

During the school year the Junior Volunteers provide valuable service after school until 5:00 p.m. on weekdays or a three to four hour shift between 9:00 a.m. and 3:00 p.m. on Saturdays and Sundays. In the summer months and during school vacations, Junior Volunteers may volunteer from 9:00 a.m. to 5:00 p.m. daily.

WHAT IS EXPECTED OF ME?

You are expected to be prompt when reporting on duty and you are expected to be neat and in uniform. Your assignment is your responsibility and you are expected to be there.
Failure to appear for your shift more than three times will be cause for dismissal from the

Junior Volunteer Program.

WHAT RULES MUST I OBSERVE?

I will:

1. Keep my assignment faithfully.
2. Work carefully and with a mature and cheerful attitude.
3. NOTIFY the Volunteer Office (484-476-2138) if unable to work my assigned shift.
4. Sign in and out in the Volunteer Office.
5. Dress neatly and in clean uniform.

I will **NOT**:

1. Discuss patients in or out of the hospital. Everything I see or hear on duty, I will keep confidential.
2. Try to get free medical advice from doctors for myself or others.
3. Chat or visit with others except in the line of duty.
4. Make personal phone calls, eat, drink, or chew gum while on duty.