

Junior Volunteer Opportunities



Volunteer opportunities are listed by hospital campus with a brief description of what the position involves and times needed. Shifts are 2-4 hours a week based on departmental needs and volunteer availability. Volunteers are asked to make a minimum commitment of one shift per week for 6 months (60 hours). Junior volunteer candidates must be at least 14 years old.

Our junior volunteer program is designed to work around school schedules. Our school program runs September through May. Volunteer opportunities are available after school on weekdays, and on the weekends. Our summer program runs June through August. **A maximum of three planned absences are permitted during the summer program.**

St. Paul Opportunities: (345 N. Smith Avenue, St. Paul, MN 55102)

Child Life/Nursing Services

- **Inpatient & Epilepsy Units** Monday – Sunday 9:00 AM to 9:00 PM
Assist Child Life and nursing staff in fostering a play environment for patients and siblings of patients ages newborn through adolescent through the use of toys, activities, and attending special events. Assist by playing, comforting and visiting with children in the playroom or patient room. Provide additional help by stocking supplies and running errands.
- **Emergency Department** Monday, Tuesday, Thursday, Saturday, & Sundays 7:00 PM to 9:30 PM
Assist ED staff by helping with the upkeep of toys, stocking supplies and running errands. Play and support patients and siblings in the ED waiting areas as needed.

Child Life Playroom:

Monday – Friday 10:00 AM to 12:00 PM and 2:00 PM to 4:00 PM
Assist the Child Life Activities Associate with playroom events. Monitor playroom activity and create a safe environment for children to play and interact with each other.

Clerical Support/Data Entry:

Monday – Friday 8:00 AM to 5:00 PM – **OPENINGS ARE LIMITED**
Assist various departments with clerical duties such as data entry, answering phones, mailings, special projects, filing and photocopying.

Pre-Surgery Program:

Thursdays 4:30 PM – 7:30 PM – **OPENINGS ARE LIMITED**
Assist nursing and child life staff with orienting children who are scheduled for surgery and their families to the hospital to help them become more familiar and comfortable with the hospital environment.

Welcome Desk Greeter/Guide:

Monday – Friday 7:00 AM to 6:00 PM
Volunteers are needed to meet and greet families and assist with escorting. Duties include greeting, directing, escorting, and assisting welcome desk staff with various projects and duties.

Minneapolis Opportunities: (2525 Chicago Ave South, Minneapolis, MN 55404)

Child Life/Nursing Services

- **Inpatient Units** Monday – Sunday 9:00 AM to 9:00 PM
Assist Child Life and nursing staff in fostering a play environment for patients and siblings of patients ages newborn through adolescent through the use of toys, activities, and attending special events. Assist by playing, comforting and visiting with children in the playroom or patient room. Provide additional help by stocking supplies and running errands.

Clerical Support/Data Entry:

Monday – Friday 8:00 AM to 5:00 PM – **OPENINGS ARE LIMITED**
Assist various departments with clerical duties such as data entry, answering phones, mailings, special projects, filing and photocopying.

Sibling Play Area:	Monday – Friday 9:00 AM to 5:00 PM, some nights & weekends Assist the sibling play coordinator in supervising and providing support for siblings in the Sibling Play Area. Help engage children in activities including painting, drawing, and reading.
Pre-Surgery Program:	Mondays 5:30 PM – 8:30 PM – OPENINGS ARE LIMITED Assist nursing and child life staff with orienting children who are scheduled for surgery and their families to the hospital to help them become more familiar and comfortable with the hospital environment.
Welcome Desk Greeter/Guide:	Monday – Friday 7:00 AM to 6:00 PM Volunteers are needed to meet and greet families and assist with escorting. Duties include greeting, directing, escorting, and assisting welcome desk staff with various projects and duties.