

# Adult 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). Students are asked to make a minimum commitment of one semester (40 hours).

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

<b>Chaplaincy:</b>	Monday – Sunday Flexible Hours Eucharistic ministers are needed to offer communion to Catholic patients and families. Applicant must have eucharistic training from a Catholic church.
<b>Child Life/Nursing Services</b>	
• <b>Emergency Department</b>	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.
• <b>Inpatient &amp; Epilepsy Units</b>	Monday – Sunday 9:00 AM to 8:00 PM Assist Child Life and nursing staff in fostering a play environment for patients and siblings of patients ages newborn to 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.
<b>Child Life Playroom:</b>	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.
<b>Clerical Support/Data Entry:</b>	Monday – Friday 8:00 AM to 5:00 PM Assist various departments with clerical duties such as data entry, answering phones, mailings, special projects, filing and photocopying.
<b>Developmental &amp; Rehabilitation:</b>	Monday – Saturdays 8:00 AM to 5:00 PM - <b>OPENINGS ARE LIMITED</b> Assist pediatric therapy staff (Occupational Therapists, Physical Therapists and Speech Language Pathologists) in maintaining the treatment area, clerical tasks and errands. This opportunity is specifically for people enrolled in an academic track for OT and/or PT as a career.
<b>Family Resource Center:</b>	Monday – Friday Flexible hours Assist the staff in providing a welcoming and calming environment for families at Children's. Greet and direct visitors, answer questions, help with reference searches, and special projects.
<b>HideAway Library Cart:</b>	Monday – Friday Flexible Hours Distribute books to patients on the inpatient floors and assist with basic library duties.
<b>Pharmacy:</b>	Monday – Friday 8:00 AM to 4:00 PM - <b>OPENINGS ARE LIMITED</b> Assist Pharmacy staff with a variety of tasks including working with medications and clerical tasks. This opportunity is specifically for people enrolled in an academic track for Pharmacy as a career.
<b>Pre-Surgery Program:</b>	Thursdays 4:30 PM to 7:00 PM - <b>OPENINGS ARE LIMITED</b> 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.
<b>Welcome Desk Greeter/Guide:</b>	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)**

<b>Bereavement Support Aide:</b>	Monday – Friday Flexible Hours Assist with data entry, record keeping, program coordination, and other office duties to support the bereavement program. Duties may vary, according to time of year and programs planned.
<b>Chaplaincy:</b>	Monday – Sunday Flexible Hours Eucharistic ministers are needed to offer communion to Catholic patients and families. Applicant must have eucharistic training from a Catholic church.
<b>Child Life/Nursing Services</b> <ul style="list-style-type: none"><li>• <b>Inpatient Units</b></li></ul>	Monday – Sunday 9:00 AM to 9:00 PM – <b>OPENINGS ARE LIMITED</b> Assist Child Life and nursing staff in fostering a play environment for patients and siblings of patients ages newborn to 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.
<b>Clerical Support/Data Entry:</b>	Monday – Friday 8:00 AM to 5:00 PM Assist various departments with clerical duties such as data entry, answering phones, mailings, special projects, filing and photocopying.
<b>Developmental &amp; Rehabilitation:</b>	Monday – Saturdays 8:00 AM to 5:00 PM – <b>OPENINGS ARE LIMITED</b> Assist pediatric therapy staff (Occupational Therapists, Physical Therapists and Speech Language Pathologists) in maintaining the treatment area, clerical tasks and errands. This opportunity is specifically for people enrolled in an academic track for OT and/or PT as a career.
<b>Home Care/Hospice:</b>	Flexible 4 hours/week Visit Home Care/Hospice children in their homes within the community. Read to children, plan craft activities, play games, assist with siblings, and help family with errands. Extensive training provided only once a year and one-year commitment requested.
<b>Malkerson Library Wagon:</b>	Monday – Friday Flexible hours Distribute books to patients on the inpatient floors and assist with basic library duties.
<b>Pharmacy:</b>	Monday – Friday 8:00 AM to 4:00 PM – <b>OPENINGS ARE LIMITED</b> Assist Pharmacy staff with a variety of tasks. This opportunity is specifically for people enrolled in an academic track to Pharmacy as a career.
<b>Pre-Surgery Program:</b>	Mondays 5:30 PM – 8:30 PM – <b>OPENINGS ARE LIMITED</b> 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.
<b>Sibling Play Area:</b>	Monday – Friday 9:00 AM to 5:00 PM 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.
<b>Surgery Family Waiting Room:</b>	Monday – Friday 7:30 AM to 8:00 PM Help ease the anxious waiting time for parents awhile their child is in surgery by tracking surgery times, keeping in contact with the recovery room staff, and ensuring communication between the family and the surgery staff.
<b>Welcome Desk Greeter/Guide:</b>	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.

**West Opportunities: (6050 Clearwater Dr., Minnetonka, MN 55343)**

**Surgical Support:** Monday – Friday 8:00 AM to 12:00 PM  
Provide support to the surgical departments (pre-op, post-op, PACU, anesthesia and the ASC) with paperwork and stocking supplies.

**Surgery Family Waiting Room:** Monday – Friday 7:30 AM to 12:00 PM  
Help ease the anxious waiting time for parents awhile their child is in surgery by tracking surgery times, keeping in contact with the recovery room staff, and ensuring communication between the family and the surgery staff.

**Twin Lakes Opportunities: (1835 W. County Road C, Roseville, MN 55113)**

**Developmental & Rehabilitation:** Monday – Saturdays 8:00 AM to 5:00 PM – **OPENINGS ARE LIMITED**  
Assist pediatric therapy staff (Occupational Therapists, Physical Therapists and Speech Language Pathologists) in maintaining the treatment area, clerical tasks and errands. This opportunity is specifically for people enrolled in an academic track for OT and/or PT as a career.

**Woodwinds Opportunities: (1825 Woodwinds Drive, Woodbury, MN 55125)**

**Developmental & Rehabilitation:** Monday – Saturdays 8:00 AM to 5:00 PM – **OPENINGS ARE LIMITED**  
Assist pediatric therapy staff (Occupational Therapists, Physical Therapists and Speech Language Pathologists) in maintaining the treatment area, clerical tasks and errands. This opportunity is specifically for people enrolled in an academic track for OT and/or PT as a career.