

ADDISON GILBERT HOSPITAL, GLOUCESTER

- **Gift Shop Volunteers**

Customer service and sales assistant positions available. Must be able to learn how to handle cash and charge sales. Morning, afternoon, evening shifts avail.

- **Emergency Department Assistant**

Check on patients waiting to see the doctor, escort family member to patient, stock supplies, wheelchair transport of patient for testing, etc. Evenings, days and weekends

- **Information Desk**

Greet visitors, transport patients, deliver flowers and mail. Friendly, articulate and mobile volunteers with strong customer-service background needed to staff busy service.

- **Surgical Day Care Recovery Room**

Support patients in the recovery room; offering nourishments, wheelchair discharges, making up clean stretchers and assisting staff with daily tasks.

- **Senior Adult Unit**

Assist staff with activities for the patients and may also include some office work. Also looking for certified pet and music therapists.



**VOLUNTEERS are the HEART
of NORTHEAST HOSPITALS!**



About Volunteer Services

The mission of the Volunteer Services Department is to mobilize volunteer resources that support and enhance the hospital's capacity to meet the health-care needs of the communities we serve. Our dedicated volunteers:

1. Augment the human resource capability of the hospitals by offering their helping hands in patient and support service areas.
2. Serve as community ambassadors to promote the healthcare mission of the hospitals.
3. Achieve the health and wellness benefits gained through the act of volunteering.

Volunteers are involved in many aspects of hospital activity and they serve not only on the Beverly Hospital campus but also at Beverly Hospital at Danvers, and the Addison Gilbert Hospital, Gloucester.

Volunteers are a positive force in the development and delivery of community outreach programs as evidenced by their leadership and involvement in our Senior Outreach Programs and the Grand Friends Program, a community service partnership with the Beverly Public Schools.

CALL TODAY!

**Beverly Hospital & Beverly Hospital
at Danvers**

(978) 922-3000 x 2307

Addison Gilbert Hospital

(978) 283-4000 x2307

VOLUNTEER -

It's Good For The Heart!



NORTHEAST HOSPITALS

**Beverly Hospital
Addison Gilbert Hospital
Beverly Hospital at Danvers
Volunteer Services**

**85 Herrick Street
Beverly, MA 01915
978-922-3000**

EXT.2307

BEVERLY HOSPITAL

- **Radiology Greeter**

Greet patients and their family members as they arrive for testing, take patients in for their test, and assist staff with other tasks. Positions available 10-2 weekdays.

- **Information Desk Escorter**

Help to greet, direct and escort patients and visitors from our new lobby to other locations within the hospital. Day, evening & weekends.

- **Child Development Center, Classroom Asst.**

Work with young children in a group setting at the hospital's Child Development Center. Positions available weekdays.

- **Connecting Young Moms, Child Caregiver**

Care for infants and toddlers while their moms attend a support group in an adjoining room Tuesday &/or Thursdays 12:30-2:30p.m.

- **Critical Care Unit, Family Support**

Greet family members, provide social support and offer to arrange for other types of support (i.e. chaplain visit, social services, etc.). Day and evening shifts.

- **Endoscopy Unit, Patient Assistant**

Provide snacks for patients, make beds, make information packets and assist with discharges. Limited shifts available.

- **Gift Shop, Sales Assistants**

Customer service and sales assistants needed. Must be able to learn how to handle cash and charge sales. Morning, afternoon, evening, and weekend shifts.

BEVERLY HOSPITAL (Continued)

- **Gift Shop, Bookkeeper**

Prepare shop deposit and enter daily sales figures into Excel program. Assist Manager with office duties, photocopying and filing. Days/hours to be arranged.

- **Patient Transporter**

Provide wheelchair transportation and deliveries throughout the hospital for patients and departments. M-F, morning, afternoon, and evening hours.

- **Emergency Department Assistant**

Check on patients waiting to see the doctor, escort family member to patient, stock supplies, wheelchair transport of patient for testing, etc. Evenings, days and weekends.

- **Maternity Unit, Assistant**

Stock supplies, run errands, assist with clerical tasks, make beds and discharge patients. Limited shifts available.

- **Patient Ambassador**

Greet new patients with a complimentary notepad and pen, water patient flowers, attend to patient and family needs, and help direct questions. Friday AM.

- **Surgical Waiting Room Greeter**

Greet family members of surgical patients, call back to OR for information and status of a patient, some use of the computer and help attend to family needs. Limited shifts available. Also early morning in Surgical Day Care.

BEVERLY HOSPITAL AT DANVERS

- **File Room/Radiology**

Some computer and phone work. Shifts available M-F.

- **Surgical Day Care Recovery Room**

Assist patients post surgery; make up beds, offer snacks, assistance with discharge, including wheelchair transport to parking area. Tues. or Friday 9a.m.-1p.m.

- **Gift Annex**

Sales assistant for the gifts available in the annex. M-F, 11-1.

CUMMINGS CENTER

- **Spectrum Center**

Assist staff with activities in our adult day center for Alzheimer's patients. Certified pet and music therapists welcome. M-F between 8a.m. & 5p.m.

- **Senior Outreach, Lifeline Installer**

Install Lifeline units at subscriber homes. Must possess a valid driver's license. Reimbursement for mileage provided.

