



St. Patrick's Home of Ottawa Inc.  
**VOLUNTEER SERVICES**

**DESCRIPTION OF VOLUNTEER PARTICIPATION**

**Position: PASTORAL CARE VISITOR**

**Purpose:** The visitor assists the Coordinator of Pastoral Care Services in providing pastoral visits to the residents.

**Tasks and Responsibilities:**

1. Visits residents in the Home as assigned by the Coordinator of Pastoral Care Services
2. Visits hospitalized residents as requested
3. Attends wakes and funerals of residents when possible
4. Participates in the orientation of new residents as directed by the Coordinator of Pastoral Care
5. Is available on an on-call basis to provide spiritual assistance to residents or family members in times of crisis, as directed by the Coordinator of Pastoral Care Services
6. Prays with residents when appropriate
7. Provides a “ministry of presence” for a critically ill resident
8. Notifies the Coordinator of Pastoral Care Services if a resident wishes to see a clergy person
9. Assists in Pastoral Care functions, such as prayer groups, discussion groups, Memorial Services, etc. as requested by the Coordinator of Pastoral Care
10. Reports pertinent information to the Coordinator of Pastoral Care orally and in writing via the Log charting sheets
11. Attends Pastoral Care Team meetings
12. Assumes responsibility for self-development through participation in educational and spiritual programs, workshops, etc.
13. Performs other related duties as required

**Time Commitment:** Varies according to need

**Skills and Qualifications:**

- Good listener, patient, good social skills
- A deep respect for religious convictions and experience
- Empathy and compassion for those in crisis
- Ability to maintain confidentiality
- Strong sense of commitment
- Ability to work independently

**Orientation and Training:**

- A general orientation to the Home will be provided prior to beginning your responsibilities
- Wheelchair safety and etiquette
- Familiarization with the Code Blue emergency procedure
- On-going professional development programs provided

## **Health and Safety:**

- All workers under the Occupational Health and Safety Act have the responsibility to observe safe work practices, avoid risks and to use common sense. Any hazardous conditions or accidents, whether anyone is hurt or not, should be reported immediately to your supervisor, or unit nurse.
- Volunteers should not come to work if they are ill, have a rash, cold or other infectious disease.
- Handwashing is the best infection control

## **Limits and Boundaries:**

- Avoid over-tiring the resident. Short, meaningful visits are appreciated more.
- Don't make any promises you can't or will not keep
- If you experience a personality clash which cannot be resolved, report situation to Volunteer Services
- Do not disburse medical advice or recommendations to residents/family members even though you may possess personal/educational knowledge
- Do not feel you must bring gifts to a resident. The best gift you give will be the gift of your friendship
- Do not seek favours or accept gifts or tips from residents. If a resident insists on giving you something, check with your immediate supervisor

## **Benefits:**

- Exposure to the field of gerontology and agency operation
- Opportunity to develop friendship and communication skills
- Free parking is provided to all volunteers
- Recognition events throughout the year
- References can be obtained upon termination if a volunteer has been engaged for more than 40 hours