



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

DESCRIPTION OF VOLUNTEER PARTICIPATION

Position: RESIDENT BINGO

Purpose: To provide a pleasant, enjoyable activity for residents

Tasks and Responsibilities:

Bingo caller:

1. Assist in setting up for bingo where appropriate
2. Collect bingo money where applicable. Allow resident to do it if available.(Resident Council representative)
3. Divide \$\$\$ for 10 games. ie: 8 regular games, 2 special games (around the card, full card) Let resident do it or help you if available.
4. Announce game to be played (ordinary bingo or special game) and the amount played for. If more than one winner, divide the amount played for equally between winners
5. Call bingo numbers, light #'s on bingo machine (Note that some #'s do not light up on the machine)
6. Where applicable, return the bingo box to the receptionist

Bingo assistant:

7. Escort residents to bingo
8. Assist residents with playing bingo card if appropriate
9. Call back numbers to verify winning card
10. Tidy up after bingo, ensure microphone is stored in appropriate cupboard
11. Assist residents back to their room

Time Commitment: As requested

Tuesday evening	6:00 pm	-	8:00 pm
Thursday	10:30 am	-	11:30 am
Friday evening	6:00 pm	-	8:00 pm

Skills and Qualifications:

- Honest, reliable and committed to time chosen
- Good health
- Good interpersonal skills, sociable, patient
- General knowledge and understanding of the needs of the elderly
- Ability to follow instructions and work independently

Orientation and Training:

- A general orientation to the Home will be provided prior to beginning your responsibilities
- Familiarization with Code Blue and emergency procedures
- Wheelchair safety and etiquette
- Fire inservice
- Professional educational opportunities are provided

Limits and Boundaries:

- At least two volunteers are needed to run bingo. If not enough assistance, cancel bingo and have it announced by the receptionist over the PA system
- Volunteers who do not adhere to the rules and procedures of the Home or who fail to satisfactorily perform their volunteer assignment are subject to dismissal

Health and Safety:

- The safety of the resident, staff/volunteers is inherent in all aspects of each person's responsibilities. Vigilance to safety includes delivery of direct resident care as well as the living environment of each resident and working conditions for all staff/volunteers and visitors.
- 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 the nurse in charge.
- Volunteers should not come to St. Pat's if they are ill, have a rash, cold or other infectious disease
- Handwashing is the best infection control.
- Influenza immunization is strongly recommended

Accountability:

- Responsible to Recreation Staff and/or Coordinator of Volunteer Services

Benefits:

- Opportunity to develop friendship with Seniors, staff and volunteer colleagues
- Self-satisfaction of providing a fun, pleasant environment
- Exposure to the field of gerontology
- Free parking
- Recognition events throughout the year
- Reference for future employment and/or educational pursuits can be obtained upon termination if a volunteer has been engaged for more than 40 hours