

Placement Area	Shifts
<p>Adult Ambulatory Clinic To enhance the patient experience and assist staff with patient activity in the outpatient clinics by providing adequate information and instructions.</p>	<p>Monday , Tuesday, Thursday 8:30 a.m. – 2:30 p.m.</p>
<p>Adult Ambulatory Clinic – Host/Hostess To assist the Adult Ambulatory Care (AAC) Team by: acting as a communication liaison between waiting families and patients in the waiting room, providing directional information to waiting patients prior to their appointment, presenting a pleasant and personable demeanor.</p>	<p>Monday – Friday 8:00 a.m. – 4:00 p.m.</p>
<p>GIMRAC To support patients and clinic staff in providing safe, efficient care in a comfortable environment.</p>	<p>Monday – Friday 8:30 a.m.— 12:30 p.m.</p>
<p>Endoscopy To assist with patient admission and discharge activity in Endoscopy Clinic by providing adequate information and instructions.</p>	<p>Monday – Friday 8:00 a.m. – 3:00 p.m.</p>
<p>Pediatric Emergency Department To enhance the patient experience by assisting staff in providing a safe and comfortable environment.</p>	<p>Monday – Sunday 1:00 p.m.. – 10:00 p.m.</p>
<p>PACU – Unit Assistant To support the parent/and or family while in the P.A.C.U. by: providing comfort and support to the parent, acting as a liaison between staff and parents/family, performing other duties as required by nursing staff.</p>	<p>Monday – Friday (4 hour shifts) 8:00 a.m. – 4:00 p.m.</p>
<p>Operating Room – Family Support To support the parents and staff by: supporting parents and child while in the O.R., acting as a liaison between staff and parents, assisting with adult patients as requested.</p>	<p>Monday – Friday 8:00 a.m. – 3:00 p.m.</p>
<p>OR / PACU Waiting Room–Hostess To assist the Health Care team by: acting as a communication liaison between waiting families and patients in the Operating Room and/or Post-Anesthetic Care Unit waiting room, providing directional information to waiting family members.</p>	<p>Monday – Friday 8:00 a.m. – 4:00 p.m.</p>
<p>Diagnostic Imaging – CT To assist the Diagnostic Imaging Department by providing support to the technical staff and nurses.</p>	<p>Monday – Friday 8:00 a.m. – 3:00 p.m.</p>
<p>Diabetes Clinic To enhance the patient experience and assist staff with patient activity in the Diabetes clinic by providing adequate information and instructions.</p>	<p>Monday – Friday 8:30 a.m. – 2:30 p.m.</p>

<p>General Clerical</p> <p>To assist throughout the McMaster Campus by: performing clerical tasks as assigned remaining within the role of a volunteer.</p>	<p>Monday – Friday 9:00 a.m. – 4:00 p.m.</p>
<p>2F Digestive Diseases</p> <p>Completing Patient Reminder telephone calls.</p>	<p>Monday – Friday 9 a.m. – 4:00 p.m.</p>
<p>Pre-Op Packages</p> <p>To support and assist the Pre-op Clinic staff by performing clerical tasks as assigned.</p>	<p>As needed</p>
<p>Pre-Op Clinic – Phone Call Reminders</p> <p>To assist the Preoperative Clinic with patient reminder calls.</p>	<p>As needed</p>
<p>Information Desk</p> <p>To support the Telecommunications Department by providing information and direction to patients, family members and visitors.</p>	<p>Monday – Friday 9:00 a.m. – 4:00 p.m.</p>
<p>3V1 ENT Clinic</p> <p>To assist the ENT Clinic by performing clerical tasks as assigned remaining within the role of a volunteer.</p>	<p>As needed</p>
<p>Magazine Distribution</p> <p>To assist the patients of HHSC by providing reading material prior to appointments.</p>	<p>As needed</p>
<p>Crafters</p> <p>To assist staff in all areas by alters existing patterns for patient care items and creates new patterns for patient use.</p>	<p>As needed</p>
<p>Vending Machines – Maintenance</p> <p>To assist the V.A. by replenishing snack stock as outlined in the standard listing. Ensuring the machines are clean and in working condition. Notifying Manager of any issues regarding the machines.</p>	<p>As needed</p>
<p>Vending Machines/Mac Kids Counter</p> <p>To assist VA staff to collect, count and roll coin from donation boxes in the retail areas</p>	<p>Wednesday's 11:30 a.m. – 1:30 p.m.</p>
<p>Marketplace on Main</p> <p>To ensure the cleanliness standards at Marketplace on Main are maintained. To assist customers in the dining area.</p>	<p>Monday –Friday 8:30 a.m. – 6:00 p.m.</p>
<p>Corner Café</p> <p>To assist the HHS Volunteer Association staff through: delivery of excellent customer service, revenue-generating tasks</p>	<p>Monday – Sunday 9:00 a.m. – 8:00 p.m.</p>
<p>HELPP Tickets</p> <p>To assist the Volunteer Association by selling HELPP on a daily basis to staff, visitors and patients at HHS</p>	<p>Monday – Friday 9:00 a.m. – 3:00 p.m.</p>

<p>Pediatric Inpatient Volunteer</p> <p>To provide stimulation to patients of all ages, provide/maintain a safe and fun atmosphere and minimize stress in the absence of parents. To assist staff with tasks and clerical duties.</p>	<p>Monday – Sunday 9:00 a.m. – 8:00 p.m.</p>
<p>Teen Program</p> <p>To interact with the pediatric patients aged twelve to fifteen</p>	<p>Monday – Friday 6:00 p.m. – 8:00 p.m.</p>
<p>Inpatient Playroom</p> <p>To support Child life staff by providing play activities to patients and families visiting the playroom; maintaining toys and play supplies; regular organization and cleaning.</p>	<p>Monday – Friday 9:00 a.m. – 12:00 p.m. 1:00 p.m. – 4:00 p.m. 4:00 p.m. – 6:00 p.m.</p>
<p>Elementary Schoolroom</p> <p>To provide a cheerful learning atmosphere in relation to scholastic requirements</p>	<p>Monday – Friday 9:00 a.m. – 3:00 p.m.</p>
<p>Secondary Schoolroom</p> <p>Providing a cheerful learning atmosphere in relation to scholastic requirements</p>	<p>Monday – Friday 9:00 a.m. – 3:00 p.m.</p>
<p>3F Pediatric Oncology/Hematology Clinic</p> <p>To enhance the experience for pediatric patients and families when visiting the 3F Oncology clinic.</p>	<p>Monday – Friday 9:00 a.m. – 1:00 p.m.</p>
<p>Eating Disorder Unit</p> <p>To provide stimulation and normalization to adolescent patients. Maintain a safe and fun atmosphere.</p>	<p>Monday – Friday 9:00 a.m. – 8:00 p.m.</p>
<p>4C Maternity</p> <p>Assembling and organizing admission packages for the nursing staff.</p>	<p>Monday – Sunday 3:00 p.m. – 7:00 p.m.</p>
<p>Prenatal Genetics</p> <p>To assist the 4F clinic by directing and support patients. The position is mainly clerical with some patient interaction. Volunteers act as a liaison between patients, visitors and councilors. Candidate must be enrolled in genetics and interested in pursuing a career as a genetic counselor.</p>	<p>Mon, Wed, Fri 8:30 a.m. - 11:30 a.m.</p>
<p>Neonatal Intensive Care Unit</p> <p>To assist the staff of the neonatal intensive care unit in the delivery of care to its patients through: performing administrative duties, providing social contact with parents/visitors. 14 years of age and up.</p>	<p>Monday - Sunday 4:00 p.m. - 8:00 p.m.</p>

<p>General Genetics</p> <p>The purpose of this position is to allow for the efficacy of data processing and organization of patient information. To assist doctors and geneticists with tasks and office duties.</p>	<p><i>Flexible</i> <i>1-2 Hours / Week</i></p>
<p>Boris Clinic</p> <p>To facilitate flow of patients through Boris Clinic. To greet patients as they arrive and direct them to the adult registration center. Check in with patients from time to time and act as liaison between staff and patients.</p>	<p><i>Monday – Friday</i> <i>8:00 a.m. 4:00 p.m.</i></p>
<p>3V4 Voice and Swallowing Clinic</p> <p>To assist the ENT Clinic by performing clerical and administrative support asks as assigned remaining within the role of a volunteer.</p>	<p><i>Monday – Friday</i> <i>9:00 a.m. – 4:00 p.m.</i></p>
<p>Patient Experience Survey Collection</p> <p>To complete patient experience surveys across all clinical site locations, in an effort to assess and improve care.</p>	<p><i>Monday – Friday</i> <i>9:00 a.m. – 4:00 p.m.</i></p>