



Philip Aziz Centre for Hospice Care

Philip Aziz Centre (PAC) is a non-profit, palliative care hospice program providing practical, physical, emotional and spiritual support for people living with terminal and/or life-limiting illnesses. Hospice Services are delivered through a small professional staff team and large base of trained volunteers who work in collaboration with healthcare professionals and other agencies involved in a client's care.

Volunteer Position:	Community Support Volunteer/Visiting Hospice Program/Drivers and Deliveries	Date:	December 2011-Present Document last updated May 2021
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Job Description:

Volunteers in the visiting hospice program occasionally may provide support to clients by accompanying them to appointments (doctor or other treatments), meetings, assist with errands/grocery shops or wish to help with special deliveries (holiday hampers or care packs). When a car is needed to deliver these supports, Volunteer can use their personal automobiles to drive clients and/or pick-up and deliver goods and items.

Responsibilities:

- Must have a valid driver's license
- Must have valid car insurance, registration information and license plates
- All required information has been submitted and stored in the volunteer's file
- Be a driver in good standing
- To uphold the client's right to dignity
- Must be a responsible and safe driver (driving abstract may be required)
- To adhere to the Philip Aziz Centre Policies and Procedures
- To advise Volunteer Department Staff & Client Services Staff in a timely manner if unable to fulfill duties
- To maintain a clear vision of the volunteer role and boundaries
- To maintain confidentiality and abide by PHIPA
- Visit client according to scheduled shifts only
- Work as part of the multidisciplinary team

Job Location:	Various, community placement	Volunteer Onboarding Complete; Confidentiality, Service Agreement, and all Consents and Documentation:	Yes
Hospice Training Required:	Yes – or specific modules complete as decided by Volunteer Department Staff	Police Check Required?	Yes
Volunteer Position Status:	Part-time/Temp Placement/ Ongoing	Familiar with relevant Policy	Yes

		and Procedures from Manual:	
Skills:			
Qualifications: <ul style="list-style-type: none">• Willingness to continue education regarding a variety of healthcare topics• Sensitivity and compassion• Ability to suspend judgement• Ability to make decisions in crisis situations• Ability to work as a member of the hospice team• Ability to work well independently and be supportive• Ability to take direction and accept supervision• Respect and accept individual beliefs and reactions to death and dying• Project a warm, caring and empathetic attitude• Can support according to PAC's Mission, Vision and Value Statement			