



**Emily's House Children's Hospice
(project of the Philip Aziz Centre/extension of community children's hospice program)**

Emily's House is dedicated to caring for children with life limiting illness experiencing complex medical care needs, while supporting their families. With around-the-clock nursing and medical support, EH offers specialized programs, comfort and respite to help enrich a child's life through all stages of their illness. Programs include respite/advanced respite, transitional care/symptom management, spiritual/bereavement, perinatal & end-of-life care.

Volunteer Position:	Programming Volunteer	Date:	July 2013-Present Document last updated May 2021
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Job Description:

The Philip Aziz Centre & Emily's House provides training for volunteers to work with children and their families at Emily's House who have complex care needs and require respite or end-of-life care. Additionally, they support the family and friends of clients by providing non-medical care. Volunteers are vital members of the allied health team at Emily's House and support psychosocial programs. They are dedicated, trustworthy and relatively experienced volunteers.

Programming volunteers help *prepare and/or deliver* various aspects of programs – this includes Legacy Work, Group Activities and Special Projects.

Responsibilities:

- Preparing materials for programming (crafts, schedules, name badges, toys etc.)
- Assist in delivery of care groups (bereavement meetings, March break/summer camps etc.)
- Supervise/Partake/Lead group activities (music circles, puppet shows etc.)
- Assist the Coordinator of Recreation & Therapeutic Programs with tasks or duties
- To maintain confidentiality and abide by hospice rules
- Must be prepared to make a commitment of at least 6 months following training
- Notify Volunteer Department Staff of vacation or sick leave, giving as much notice as possible
- Support client by providing companionship, physical comfort, therapeutic play, and care
- Working with other volunteers and staff; supervising, playing with and entertaining children/youth
- Creatively assist in designing or making Legacy Work projects (legacy tree paintings, memory boxes etc.)

Job Location:	Emily's House 45 Jack Layton Way, Toronto, ON, M4M 0B7	Volunteer Onboarding Complete; Confidentiality, Service Agreement, and all Consents and Documentation:	Yes
Hospice Training Required:	Yes, both Core and Children's Training *Note: if the role is exclusively craft/art related and no child care is involved, no training is required.	Police Check Required?	Yes

Volunteer Position Status & Length:	Part-time/episodic. Weekly shifts available (in-person or virtually)	Familiar with <i>relevant</i> Policy and Procedures from Manual:	Yes
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Skills:

- Qualifications:**
- Willingness to continue education regarding a variety of life-limiting and terminal illnesses
 - Sensitivity and compassion
 - To be non-judgmental
 - Ability to make decisions in crisis situations
 - Ability to work as a member of the hospice volunteer/clinical staff team
 - Ability to work well independently and be supportive
 - Ability to take direction and accept supervision
 - Respect diversity and accept individual beliefs and reactions to death and dying
 - Project a warm, caring and empathetic attitude
 - Can serve according to PAC's Mission, Vision and Value Statement
 - Must work well with Children – prior experience an asset
 - Must be willing to attend ongoing children's training workshops and seminars
 - Artistic and/or creative abilities an asset