



Adult Volunteer Programs at Capital Health

Clinical Services in Healthcare

Way Finder - Provide directions to patients and guests and escort them to their desired location. Volunteers greet and direct outpatients throughout the hospital to testing sites, doctor appointments and surgical sites. We support the Front desk at both locations and the Surgical Centre and Medical Office Building at Hopewell.

Art Program - The Healing Hands Mobile Art Cart visits patients in their rooms, providing patients and caregivers an opportunity to use art as a means of comfort and expression to assist with their healing.

Information Desk Volunteer – Main Lobby Information Desk Volunteer assists visitors and patients with navigating to various locations and getting checked in. They receive flowers and gifts for patients and calls and assist with all front desk duties.

Tea Cart Program - Volunteers deliver tea and coffee to patients and families in the inpatient rooms and waiting areas. Offer a cup of beverage and a friendly visit.

Auxiliary Mobile Library Program - Volunteers visits patients in their rooms with a book cart, providing patients and caregivers an opportunity to choose a variety of books to read and take home.

NICU Support – Help our amazing Neonatal Intensive Care Unit staff with daily tasks as needed. Tasks include laundry, desk support, organizing, and also working with babies to feed & change as and when required. **Currently we have no openings for this role.**

Patient Advocate – Assists patients and their family by visiting patients in their rooms. Volunteers check in with patients to ensure that their experience is meeting Capital Health's standards and reports back to the Patient Experience Manager.

Non Clinical Services in Healthcare

Art Program - If visiting patients in their rooms is not your thing you can help with various art projects for the Arts and Healing Team like preparing activity kits for the Art Cart, Helping with Art Shows, working on creating the Art database.

Gift Shop – Volunteers assist with stocking, organizing and customer service interactions with patients, visitors and staff who are shopping in the Gift Shop. This is great if you looking at experience in the retail business.

Capital Thrift Store - There are a range of positions available from being on the sales floor to helping behind the scenes. This gives you all the opportunity to see and help out with tasks like tagging, organizing, sorting.

Musicians – Perform for patients, staff and visitors either on our in-house piano or your own instrument (violin or guitar).

Office Assistant – You can help handle organizational and clerical support tasks. This may include organizing files, helping with data entry and data analysis, helping with stuffing discharge packets and more.

Development Office Volunteer - Light clerical work to include: answer the Development Office phone line(s), copying, scanning, filing, data entry, deliveries within the Hopewell Campus, collate small mailings.

Materials Management – Assists as needed through the Materials Management Department and hospital. Maintains patient/client confidentiality, sorts and assembles materials, label items appropriately, labels items appropriately.

Mailroom Support – Volunteer assists with sorting mail from Post Office, RMC and Offsite facilities as it comes in. Once sorted, deliver mail throughout hospital, pick-up all outgoing mail and interoffice mail from offices throughout the hospital. Separate and prepare outgoing mail for postage.