



HHHS is committed to recruiting and maintaining first rate registered volunteers who provide essential services in our community and support our clients and patients and staff throughout Haliburton County.

HHHS will achieve this standard by screening their volunteers, by providing ongoing training, by having a friendly, accessible, and responsive volunteer program, and staff that appreciate and understand the value of their volunteer coworkers.

There are numerous opportunities at HHHS to share your passion, your skills and your kind heart.

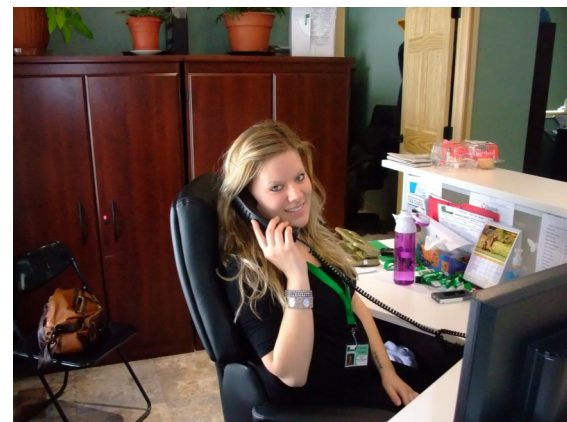
Let us help you find your perfect Volunteer Opportunity!

*Volunteer Services
705 457 1392 ext 2927
bgebauer@hhhs.ca*

www.hhhs.ca



OFFICE/RECEPTION VOLUNTEERS



A RECEPTION VOLUNTEER IS:

- . Friendly**
- . Respectful**
- . Detail Oriented**
- . Helpful**

HHHS Volunteer Opportunity

WHAT'S INVOLVED?

- Roster of volunteers with 1/2 day every two weeks.
- Committed
- Professional
- Caring
- Accurate

EXPECTED DUTIES

- Greet people coming into the agency.
- Answer the phone.
- Pass messages and/or transfer calls.
- Process payments.
- Special assignments/projects
- Report volunteer hours

BENEFITS OF VOLUNTEERING

- Learn and develop new skills.
- Opportunity to give back to the community.
- Opportunity to feel good about yourself and what you are doing.
- Get to know others in the community.
- Opportunity to attend training sessions such as CPR/First Aid.
- Attend volunteer events and meet other volunteers.