

# OCCOA VOLUNTEER INTEREST FORM

Name: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Listed below are volunteer jobs for the various programs and activities currently sponsored by the Otsego County Commission on Aging. Please check those for which you would be interested in possibly volunteering your time.

## Advocacy Program

- Meeting reminder calls

## Chore Service

(Upon client requests)

- Leaf raking
- Packing/moving assistance
- Recruit chore volunteers
- Supervise chore volunteers
- Tree/shrub trimming
- Weeding
- Window washing
- Yard cleanup (spring/fall)

## Commodities

(Food distributions – 1<sup>st</sup> or 2<sup>nd</sup> Wed. of the month. RSVP volunteers preferred. Must be able to lift 40 lb. boxes.)

- Alpine Haus distributions
- Alten Zimmer distributions
- Little Village distributions
- Sheldon Place distributions
- Vanderbilt distributions

## Congregate Meal Deliveries

(RSVP volunteers only. Mileage reimbursement available.)

- Johannesburg Meal Site (Mon., Wed. mornings)
- Otsego Haus (Mon. – Fri. mornings)

## Crafts Instructor

- List Craft \_\_\_\_\_

## Entertainment

(OCCOA Activities/Programs)

- Guitar
- Musical group
- Piano
- Other instrument \_\_\_\_\_
- Vocal

## Flu Shot Clinic

- Greeter
- Paperwork assistant
- Registration

## Friendly Visitor for Seniors

(Training Required)

- Elmira Area
- Gaylord Area
- Johannesburg Area
- Vanderbilt Area
- Waters Area

## Holiday Decorating

- Christmas tree decorating
- Seasonal meal site decorating

## Janitorial Assistant

- Clean restrooms
- Floors (Sweeping, mopping, waxing, vacuuming, etc.)
- Light cleaning
- Recycling assistance
- Table set-up

## Life is a Balancing Act

- Assistant Coach

## Lunch Program – Gaylord Meal Site

(Sun., Mon., Wed., Thu., Fri.)

- Food Prep
- Ice pick up/delivery
- Kitchen Assistant
- Meal server
- Table cleaning/setting
- Welcome Desk – Cashier
- Welcome Desk - Meal Sign-In

## Lunch Program – Johannesburg Meal Site

(Mon., Wed.)

- Kitchen assistant
- Meal sign-in/money
- Site coordinator

## Matter of Balance (MOB)

- Assistant Coach

## Meal Transportation for Congregate Meals

(RSVP volunteers only. Mileage reimbursement available.)

- Johannesburg Meal Site
- Otsego Haus

## Medical Transportations

(RSVP volunteers only. Mileage reimbursement available.)

- Alpena
- Ann Arbor
- Bay City/Flint/Saginaw
- Detroit
- Gaylord

(Over for more activities -->)

### **Medical Transportations (Cont.)**

- Grand Rapids
- Grayling
- Petoskey
- Traverse City
- Veterans Facilities

### **Medicare/Medicaid Assistance Program (MMAP)**

- Meeting reminder calls
- MMAP Counselor (**6-day training required/provided for counselors**)

### **Minor Home Repairs Program**

- Build wheelchair ramps
- Caulk windows/doors
- Install grab bars
- Install smoke detectors
- Repair wheelchair ramps
- Repair wooden decks, railings or steps
- Simple miscellaneous repairs

### **Office Assistant**

- Customer Service Receptionist
- Mailings assistance
- Website activity calendar updates (data entry)

### **Ole' Bag Sale**

- Sales table
- Sales table set-up

### **Otsego Haus (Adult day services facility)**

- Entertainment
- Games Assistant
- Men's Club
- Musical Therapy
- Visit with clients

### **Red Hen Lunches (Tues.)**

- Entertainment
- Meal Assistant
- Welcome Desk – Cashier
- Welcome Desk - Meal Order Slips

### **Research Program**

- Data Entry
- Mailing Assistance

### **Senior Project Fresh**

- Meeting assistant
- Meeting hostess

### **Shopping Assistance**

(RSVP volunteers only. Mileage reimbursement available.)

- Shop for homebound seniors
- Transport clients to/from E-Free Food Ministry Truck or Food Pantry

### **Snow Removal Program**

- Snow blowing/plowing for private residences

### **Special Luncheons**

- Decorating
- Entertainment
- Greeter
- Kitchen assistant
- Meal Server
- Raffle Table
- Registration Table

### **Tax Assistance Program**

(Tax return preparation experience is helpful, training provided, certification required.) (Feb – April)

- Site coordinator
- Tax preparer

### **Technology and Aging Program (Computer experience required)**

- Beta Test Apps
- Class instructor
- Class tutor/assistant
- Equipment hookup (for clients)
- Private tutor
- Software installation (for clients)
- Technology assistant

### **Trip Program**

(Training Required)

- Host/hostess – Local Trips
- Host/hostess – Tiger Ball Game trips

### **Walk Michigan**

(Mon., Wed., and Fri., Year round.)

- Assistant Leader