

VOLUNTEER OPPORTUNITIES

Call the Volunteer Coordinator at 715-839-4763 or visit our website: www.co.eau-claire.wi.us/adrc.
Just click on the "Volunteer" link to explore how you can become a member of the
Volunteer Program at the ADRC of Eau Claire County.

Department	Description	Qualifications**	Time Commitment
Meals on Wheels Delivery	Deliver a meal & friendly visit at lunch time to older people who are homebound and people with disabilities. <i>Mileage reimbursement is available.</i>	A vehicle is needed for delivering meals, some lifting & walking required.*	Weekly, monthly, seasonally, or whatever fits into your schedule between 11am-12:30 pm.
Senior Dining Meal Site	Help with setting tables, registering individuals, serving food, and cleaning up at a congregate meal site.	Please see below.**	Weekly, monthly, seasonally, or whatever fits into your schedule between 11am-12:30 pm.
Ensure—Liquid Supplement Delivery	Deliver cases of liquid nutritional supplement to the Aging & Disability Resource Center and to the homes of older, homebound people. <i>Mileage reimbursement is available.</i>	Be able to lift at least 15 pounds at one time. A vehicle is needed for delivery.*	Wednesdays, between 9:00 am & 1:30 pm. One to two times a month.
Telephone Coverage	Answer telephones and take messages during the Aging & Disability Resource Center staff meetings and for special occasions as needed.	Ability to answer and communicate effectively on the telephone.	First & third Thursday of the month between 1:30 - 3:00 pm.
Meals on Wheels Assessor	Conduct in-home assessments with participants for the purpose of determining continued eligibility for the Meals on Wheels program. <i>Mileage reimbursement is available.</i>	Interviewing skills, experience in health care or long-term care are favorable. Must have access to transportation.*	Monthly, on-going appointments, based on your availability. Each assessment is approximately 2 hours.
Monthly Newsletter	Help fold, label and sort of the monthly Aging & Disability Resource Center newsletters. Deliver newsletters to various locations throughout Eau Claire County.	Please see below.** A vehicle is needed for delivering newsletters.*	Monthly - approximately 1 - 2 hours. Schedule varies. Monthly - approximately 1 - 2 hours. Schedule varies.

*All individuals volunteering for a driving position are required to carry \$100,000 per person and \$300,000 per accident automobile liability insurance. ** A background check is required for all volunteer positions.