

Reports To: *Volunteer Coordinator*

Job Description Summary

Arts and Crafts Assistant volunteers their time in the various households to assist ACMCC Activities Staff with a variety of craft opportunities with the clients and residents. This is a volunteer position.

Essential Job Functions/Responsibilities

The Arts & Craft Assistant assists with:

1. Ensuring all clients and/or residents that are interested in a crafting project
2. Assisting the activities staff as they need, such as preparation and clun up of supplies
3. Assisting the clients and/or residents with the particular craft
4. Ensuring comfort of all residents and clients
5. Note: If craft skills apply, may be able to lead a craft. However, this is dependent upon the Activity Staff evaluation and feedback regarding the client/resident abilities.

Position Qualifications

1. Ability to follow directions of Activity Staff

Physical Requirements:

Must be physically able to meet volunteer position requirements, which may include occasional squatting, bending, kneeling, climbing, lifting, reaching and twisting.

Time Commitment: Approximately 2- 5 hours per week, or as needed or available

Volunteer Name (print)

Signature

Date