

# *Volunteer* **GUIDE**



**Thank you for your interest in volunteering with Schuyler County Office for the Aging (OFA). OFA volunteers are making a huge difference in the lives of older adults, age 60+ in Schuyler County.**

**There are many volunteer opportunities available with OFA to help older adults remain safe and independent in the place they love most, home!**

**This handy guide will provide you with all of the essential information to help you decide if volunteering with OFA is right for you. Please feel free to contact me with any questions.**

**Best regards,**

Holly Patelunas

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**Holly Patelunas**

**Volunteer Coordinator**

**[hpatelunas@co.schuyler.ny.us](mailto:hpatelunas@co.schuyler.ny.us)**

**607-535-7108**

# History

Schuyler County Office for the Aging was established as a result of the Older Americans Act of 1965 with the core function being provision of information/referrals and services for county residents age 60 and over, as well as their caregivers. A variety of programs are offered through nutrition services, in-home services, benefits assistance and general services.

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The Office is funded by the Administration on Aging, the NYS Office for the Aging, County of Schuyler, client contributions, sponsorship, and general donations.

## Our mission



To advocate for, educate and assist the senior and disabled populations of Schuyler County to live in the most independent and integrated setting through community collaboration providing for well-being/health, security, dignity, autonomy and choice through innovative home and community-based services.

If you, or someone you know is in need of services, please Call Schuyler County Office for the Aging at 607-535-7108.

## Benefits of Volunteering

### MIND



- Improve your mood
- Reduce stress & anxiety
- Combat depression

### BODY



- Stay active
- Reduce risk of high blood pressure & heart disease
- Live longer

### SOCIAL



- Create new connections & friends
- Develop emotional stability
- Combat loneliness/ isolation

### CAREER



- Build confidence
- Develop skills
- Build your resume

# Volunteer FAQs

**WHY IS VOLUNTEERING WITH OFA IMPORTANT?** Volunteering your time helps older adults age 60+ in Schuyler County remain safe, healthy and independent in the place they love most, home.

**WHY IS THERE A VETTING PROCESS FOR VOLUNTEERS?** Older adults are a vulnerable population and all volunteers go through the process which includes a volunteer application, criminal background check, motor vehicle record check, reference check, phone interview and approval from both the Director and County Administrator.

**HOW MANY HOURS AND HOW OFTEN WILL I BE EXPECTED TO VOLUNTEER?** We can set up a volunteer schedule that works for you. Whether that be once a week, once a month or as needed, just mention your preferences when you complete the volunteer application.

**HOW LONG DOES IT TAKE TO BE APPROVED TO VOLUNTEER?** It typically takes about 1-2 weeks to review the application, provide a motor vehicle records check, criminal background check, reference check, phone interview and get final approval from the Director of Office for the Aging and the County Administrator.

**HOW LONG DOES IT TAKE TO VOLUNTEER?** It depends on the position. Some positions have a set weekly schedule and others are flexible and based on your availability. Contact the Volunteer Coordinator for more detailed information.

**HOW DO I SIGN UP?** Call Schuyler County Office for the Aging at 607-535-7108 to request a volunteer application, or email [hpatelunas@co.schuyler.ny.us](mailto:hpatelunas@co.schuyler.ny.us) The volunteer application can either be printed and mailed or emailed.

**WHEN DO I START TRAINING?** Once OFA receives your completed volunteer application, they will review it and an OFA staff member will reach out to you when we have an open position and set up training.

**WHAT IF I DON'T LIVE IN SCHUYLER COUNTY?** We accept volunteers from outside of Schuyler County. Snowbirds are welcome too!

**WILL I ALWAYS VOLUNTEER WITH THE SAME CLIENTS?** Not always. While we do try to keep it consistent, it's not guaranteed.

**DO I NEED A CAR?** It depends on the position, for any transportation related positions you would be required to use your own vehicle.

**WILL I BE REIMBURSED FOR MILEAGE IF I DRIVE?** Yes! There is mileage reimbursement available. OFA will provide a mileage sheet with instructions for completion and submission available.

**ARE FACE MASK, GLOVES & HAND SANITIZER PROVIDED?** Yes! Please call 607-535-7108 to request masks, gloves and refillable hand sanitizer bottles & refills and we will prepare it for you, marked with your name to pick up from the deputies at the front desk in the Human Services Building located at 323 Owego St., Montour Falls.

**CAN I RESCHEDULE IF SOMETHING COMES UP?** Yes! Please give us as much advance notice as possible.

# Volunteer Opportunities



**HOME DELIVERED MEALS**- deliver delicious & nutritious meals to homebound older adults.



**SHOPPING ASSISTANCE** - Assist older adults with grocery shopping and/or medication pick up.



**PERSONAL & MEDICAL TRANSPORTATION** - provide transportation to meet the personal needs of clients such as medical appointments, ride to grocery store, pharmacy, banking, hair appointments & more.



**CONGREGATE MEAL SITE ASSISTANT & KITCHEN HELPER** - Assist at congregate meals sites with various kitchen related duties.



**ENTERTAINMENT** - Professional performers volunteer their time to provide entertainment.



**EDUCATION** - Professional educators to provide both virtual or in person courses to older adults For example history, writing club, book club, arts & crafts.



**HEALTH & WELLNESS** - Health & Wellness professionals volunteer their time to provide a program or service.



**VIDEO CAMERA OPERATOR/VIDEO EDITING** - Assist with operating and shooting video and/or video editing for social media and other special projects.



**HELLO NEIGHBOR** - Friendly phone chat and safety check once a week to homebound older adults.



**HEALTH INSURANCE COUNSELORS** - provide free, unbiased Medicare counseling to Medicare beneficiaries.



**CLERICAL** - Handling all types of office duties including but not limited to making phone calls, filing, data entry, preparing mailings.



**ADVISORY COUNCIL** - Voluntary group that provide information, guidance, advice and support to the Office For the Aging to develop, coordinate and administer services to older persons.



**PUBLIC RELATIONS** - Public relations including the Golden Glow newsletter and many other custom opportunities available.

## LEARN MORE

about our Volunteer Opportunities

**CALL 607-535-7108**