



## VOLUNTEER SERVICES DEPARTMENT

EMAIL: [AdultVolunteerProgram@tmmc.com](mailto:AdultVolunteerProgram@tmmc.com)

WEBSITE: [www.TorranceMemorial.org/volunteer/opportunities/adult-program/](http://www.TorranceMemorial.org/volunteer/opportunities/adult-program/)

### ADULT VOLUNTEER PROGRAM INFORMATION SHEET

**VOLUNTEER OPPORTUNITIES:** We have many rewarding volunteer opportunities that make a difference for our community. Volunteers work directly with patients, help families and visitors, and assist hospital staff. Examples include:

- Inpatient unit-based volunteers
- Information desks, patient/visitor escort
- Surgery waiting area
- Outpatient surgery reception
- Emergency Department
- NICU Cuddler program
- Labor & Delivery reception
- Piano program
- Pet Visitation
- Hospital clown program
- Gift Shop
- Patient errand and escort service

#### REQUIREMENTS AND PROCESS FOR JOINING:

- ✓ Be able to make a minimum one-year commitment to a regular weekly assignment and schedule, usually four hours per week.
- ✓ Attend a personal interview and complete required paperwork.
- ✓ TB clearance and background check provided by Torrance Memorial.
- ✓ Attend a two-day orientation (total five hours). Adult orientations typically are offered four times per year.
- ✓ Complete 16 hours of initial training in our Errand and Escort Services department to learn hospital layout, terminology, and procedures.
- ✓ Be placed in a volunteer assignment based on volunteer's availability, interest, skills and suitability for the position as well as current schedule openings and hospital needs at time of placement.
- ✓ Choose to join the Torrance Memorial Medical Center Auxiliary with annual dues of \$10.00 for active volunteers.
- ✓ Vaccine guidelines during respiratory season (November 1 – March 31): Current flu vaccine is required. Current COVID vaccine or masking strongly recommended, but are dependent on current Department of Public Health guidelines.

Torrance Memorial Medical Center is a nonprofit community medical center established in 1925. We are proud to host many hospital volunteers who help us meet the healthcare needs of our community. If you are interested in attending an orientation please call the Volunteer Services department at 310-517-4752.

*Because our program focuses on volunteer service, we ask that you not join in the interest of seeking employment at Torrance Memorial. For job openings: [www.TorranceMemorial.org/Careers](http://www.TorranceMemorial.org/Careers). Volunteers should not be considered for employment during the initial one-year commitment and may not be volunteers and employees simultaneously.*



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