

BRUCE PENINSULA HOSPICE INCORPORATED

VOLUNTEER COMMITTEE

The Volunteer Committee is a group mandated by and responsible to Bruce Peninsula Hospice Inc. All plans and projects require presentation to the Board of Directors for approval before activation.

The Volunteer Committee shall consist of:

A member of the Board of Directors of Bruce Peninsula Hospice.
The chairperson of the committee will be chosen by the committee members.
One or more client care volunteers and the coordinators from the north and south areas.
Other members as required form the membership of Bruce Peninsula Hospice.

The board member on the committee will represent the committee on the Board of Directors.

ROLE and RESPONSIBILITY

1. To present a committee report to the Board of Directors monthly by way of email for record keeping.
2. To oversee recruitment, education, screening and orientation for all client care volunteers.
3. To provide ongoing training for volunteers.
4. To submit names of hospice client care volunteers for special recognition.
5. To provide a system for volunteer recognition.
6. To promote volunteer networking.
7. To establish and maintain a process for volunteer evaluation annually.
8. To provide support to client care volunteers.
9. To provide the Finance Committee with a proposed annual plan and budget sixty days prior to presentation of the Annual Financial Plan
10. To assist the Board in producing annual reports and annual plan