



phone 858.492.4400 | [www.alzsd.org](http://www.alzsd.org)  
3635 Ruffin Road, Suite 300, San Diego, CA 92123

## **Virtual ALZ Ally Volunteer Position Description**

**Time Requirements:** 30 minutes to 2 hours per week

**Reports to:** Supportive Services Specialist

**Status:** Unpaid

### **General Summary:**

Virtual ALZ Ally Volunteers make scheduled calls to individuals living with Alzheimer's disease or a related dementia who live alone. The purpose is to check in, ensure they are well, and to provide a few minutes of socialization. Volunteers will be given a call sheet for each shift and client personal Interests Questionnaires (PIQs) to help guide questions and conversation.

### **Responsibilities:**

- Follow policies and procedures set forth by Alzheimer's San Diego
- Maintain professionalism and reliability, recognizing volunteers represent Alzheimer's San Diego to the community
- Phone clients from a call sheet, referencing client information
- Check in with client and provide 5-15 minutes of socialization
- Stay alert to changes in the condition of the client; notify staff immediately if there are any concerns or issues
- Have the ability to identify an emergency situation and know when to contact the proper authorities, such as 911 or Alzheimer's San Diego staff
- Submit call reports following each shift in order to document activities or changes in the physical or mental condition of the client
- Regularly communicate with Alzheimer's San Diego staff

### **Skills & Qualifications:**

- Excellent interpersonal skills
- Caring, patient, and compassionate
- Ability to respond to an emergency situation without panic
- Experience working with persons with dementia a plus, but not required



phone 858.492.4400 | [www.alzsd.org](http://www.alzsd.org)  
3635 Ruffin Road, Suite 300, San Diego, CA 92123

**Requirements & Training:**

- Background check (Alzheimer's San Diego expense)
- Complete paperwork
- Complete training program