

**To be a St. Alexius Volunteer, one must...**

- Be at least 16 years of age (*Those 13-15 may apply to join the Candy Strippers.*)
- Complete a volunteer application, providing the names of three references
- Participate in an interview
- Verify immunization
- Submit to a tuberculosis screening
- Participate in volunteer orientation
- Commit to 50 hours or six months of service

**Alex the Cat** – Make their day with a hug or wave from Alex, St. Alexius' mascot. Alex visits patients – young and old, as well as attends community events. Volunteers must be willing to wear a costume which includes a large head (one size truly fits all), like to be a little zany, and enjoy bringing smiles to people's faces.

***When:*** Special Events, late afternoons once per week.

**Alex the Cat Buddy** – Help Alex make friends. Walk with Alex, introduce Alex, and assist Alex. Must be very friendly and comfortable with crowds.

***When:*** Special Events, late afternoons once per week.

**Clinical Research Services Volunteer** – Assist the department by completing computer work, filing, and creating packets. Must be comfortable working in Word and Excel on the computer.

***When:*** once per week, weekdays, 2-4 hours per shift.

**De-Linting** – Prep surgical towels by removing lint.

***When:*** anytime between 6am and 3pm, weekdays.

**Escort** – Accompany visitors and patients to their destinations within the medical center. Must be friendly, energetic, with a good sense of direction, able to push a wheelchair, and able to be on the move for long periods of time. Escorts needed in KDU, Admitting, Specialty Clinic, or Surgical Waiting Room.

***When:*** Volunteers needed weekdays for two or three hour shifts, as early as 6am.

**Foundation Volunteer** – Assist the department by completing computer work, filing, and creating packets. Must be comfortable working on the computer and good at details.

***When:*** once per week, weekdays, 2-4 hours per shift.

**Gift Shop Attendants** - Staff the medical center gift shop, assisting customers and ringing up purchases. Must be friendly, pleasant, courteous, able to make change accurately, physically able to restock and to dust shelves, comfortable with using a cash register or willing to learn.  
**When:** Volunteers needed from 5-7:30pm, weekdays, and 1-4pm weekends.

**Gift Shop Display Artist** – Create product displays for the gift shop to draw in customers. Creativity, basic understanding of merchandising or willingness to learn, a few hours per month needed.  
**When:** Can be done in the evenings or on weekends, as convenient.

**Heart & Lung Clinic Volunteer** - Assemble patient charts, escort patients from the clinic to/from lab and radiology as needed, repair ripped/torn charts, assist the staff with running.  
**When:** 4 hours per week. Afternoon or morning, any weekday.

**Medical Library Volunteer** – Copy journal articles, or log incoming journals. Must be good with details and comfortable working alone.  
**When:** Monday afternoon for copying

**Organist or Pianist** – Share your musical talent by playing classical music or hymns on the medical center's electric organ. Must be an advanced musician and self-directed.  
**When:** Any weekday, except Tuesdays, between 9am and 6pm. 30-60 minute sessions ok.

**Radiology Patient Escort** – Escort patients to assigned rooms, assist patients in dressing rooms, and serve as messenger for the Radiology Department. Maturity is an absolute must, as is courtesy and patience.  
**When:** Volunteers needed weekday mornings for two to three-hour shifts between 6 am and noon.

*Volunteers serve in more than 30 different roles throughout the medical center. The positions listed above are based upon current needs. New and different positions might be available at a later time. Please check each month for a current list of volunteer needs.*

To volunteer, please call the Director of Volunteer Services at 701-530-7159 or email [ccoit@primecare.org](mailto:ccoit@primecare.org) or visit <http://www.st.alexius.org/volunteer>.