



Bassett Healthcare Network

Bassett Volunteer Request Form

Department or Program: _____ Bassett Location: _____

Department Supervisor who will be responsible for the volunteer(s): _____

Phone number: _____ How many volunteer hours would you like per week? _____

Please describe your program/department in terms a volunteer will understand:

Describe the duties the volunteer would do, as specifically as possible:

Example: *Data entry and other computer tasks, visiting with patients, cleaning waiting room and refreshing magazine supplies, researching online materials, running errands within the building of placement.*

1. _____
2. _____
3. _____
4. _____

Are there any skills or abilities desired or required (such as computers, communication skills, following directions)?

Please indicate the days and times you prefer. We will not assign a volunteer to any timeslot not indicated.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM							
PM							

Comments:

Please Return Form To:

The Volunteer Services Office
HR House on the Bassett Medical Center Campus
1 Atwell Road, Cooperstown, NY 13326

E: Volunteer@bassett.org