

VOLUNTEER PATIENT EDUCATOR Job Description

SUMMARY OF DUTIES

The Volunteer Patient Educator is responsible for providing non-directive information, counseling and referrals to patients at Family Tree.

RESPONSIBILITIES (Not a complete list)

- Answer patient questions concerning reproductive health issues on a one-to-one basis.
- Provide information on examination and testing procedures at Family Tree.
- Provide information on advantages, disadvantages, and instruction for use regarding available methods of contraception.
- Provide information on testing, treatment, and prevention of sexually transmitted infections, including HIV.
- Provide information on unplanned pregnancy options.
- Provide appropriate referrals for services not provided by Family Tree at patient's request (e.g. prenatal care, counseling services).
- Assist with Family Tree tasks as requested by staff.

QUALIFICATIONS

Participation in Family Tree's volunteer training programs and demonstrated ability to carry out responsibilities named above. Prior knowledge of family planning and sexual health issues and/or experience in counseling preferred.

REPORTING RELATIONSHIP

The Volunteer Patient Educator is supervised by the Education and Support Coordinator.

TYPICAL WORKING CONDITIONS

Private education/counseling rooms in a medical office setting.

HOURS PER WEEK

Two shifts per month are required. Day and evening hours are available Monday through Thursday, and Saturday. Must commit for six months.

PERKS

Volunteer Patient Educators are eligible for one free exam per year in addition to purchasing supplies and medications at cost.

