## NextShift Program Aide

**Summary:**
NextShift is a support program for working caregivers—those who are employed full time and are caring for disabled older adults in their homes, assisted living, and/or nursing homes. Volunteers will assist the Social Work staff with program marketing and promotion for increasing program participation. Volunteers will also support staff who have appointments with caregivers.

**Sample Duties and Responsibilities:**
- Attend and participate in Next Shift marketing events to network and promote the program
- Distribute Next Shift information and promotional materials to the public at events
- Assist at meetings and events for building Next Shift partnerships as instructed
- Assist with facilitation of educational events and/or events to support program participants
- Provide program support to include but not limited to gathering and assembling print items (booklets, brochures, flyers, informational kits) for client resource purposes
- Assist with communications follow-ups to caregivers
- Welcome caregivers visiting Hannan Center

**Interests:**
- Caregiving and caregiver support
- Teaching and coaching
- Facilitating meetings and trainings
- Offering support to individuals facing great deals of stress

**Ideal Qualifications, Skills and Abilities:**
- Good oral and written communications skills as well as public speaking
- Basic knowledge of caregiving
- Ability to comfortably talk with groups of new people