



St James Cathedral Mental Health Ministry

Hospitality Companion Team - Job Description

Goal: We offer companionship that addresses isolation in two of our neighboring senior / low income residences. We offer hospitality by way of monthly social gatherings and information sharing related to health and wellness. By way of this program we may be alerted to someone who could benefit from one-to-one home visits. Also, through this activity we will be able to better “spread the word” about the mental health ministry and what it has to offer.

Hospitality Companion Team:

- Total: 2-4 volunteers /month at each residence
- Commitment: 1-2x/month Ongoing – Ideally the same team to each residence
 - Attend planning meeting once monthly
- Location/Time: Cabrini Senior Housing 1st Tuesdays 1-3pm
 - Chancery Apartments 4th Thursday 1-3pm
- Dress: Casual.
- Duties/Responsibilities: Assist in facilitating casual discussion and activity sessions
 - Show up regularly and consistently
 - Be present and open to listening
 - Offer resources/refer when appropriate
 - Track encounters and referrals
 - Contact Parish Mental Health Nurse with any questions
 - Let Team Lead know when you are unable to make it in

Hospitality Companion Team Lead:

- Commitment: Same as above + time for additional responsibilities below
- Duties/Responsibilities: Calendar and scheduling of volunteers
 - Coordinate visits with Resident Service Coordinators
 - Coordinate provision of treats
 - Track encounters and referrals for team
 - Track Information Sheets distributed
 - Maintain inventory forms used by volunteers
 - Communicate challenges to Parish Mental Health Nurse

Be patient. Results are not always apparent. Have faith and let God lead our way – knowing that we will make a difference in someone’s life.

Thank you so much for all that you do!

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