

**VOLUNTEER SERVICES DEPARTMENT**  
**ADULT VOLUNTEER PROGRAM INFORMATION SHEET**

**VOLUNTEER OPPORTUNITIES:** We have many rewarding volunteer opportunities that make a difference for our community. Volunteers work directly with patients, help families and visitors, and assist hospital staff. Examples include:

- Inpatient unit-based volunteers
- Information desks
- Surgery – pre-op/recovery
- Surgery waiting area
- Outpatient surgery reception
- Emergency room
- Emergency waiting area
- Greeters
- NICU Cuddler program
- Labor & Delivery reception
- Radiology escort
- Piano program
- Pet Visitation
- Hospital clown program
- Sewing and Knitting/Crochet
- Gift Shop
- Patient errand and escort services
- Torrance Memorial Specialty Center

**REQUIREMENTS AND PROCESS FOR JOINING:**

- ✓ Be able to make a minimum one-year commitment to a regular weekly assignment and schedule, usually four hours per week.
- ✓ Attend a personal interview and complete required paperwork.
- ✓ TB clearance and background check provided by Torrance Memorial.
- ✓ Attend a two-day orientation (total five hours). Adult orientations are offered four times per year.
- ✓ Complete 16 hours of initial training in our Errand and Escort Services department to learn hospital layout, terminology and procedures.
- ✓ Placement in a volunteer assignment based on volunteer's availability, interest, skills and suitability for the position as well as current schedule openings and hospital needs at time of placement.
- ✓ Choose to join the Torrance Memorial Medical Center Auxiliary with annual dues of \$10.00 for active volunteers.

Torrance Memorial Medical Center is a nonprofit, independent community medical center established in 1925. We are proud to host more than 900 hospital volunteers who help us meet the healthcare needs of our community. If you are interested in attending an orientation please call the Volunteer Services department at 310-517-4752 or email [adultvolunteerprogram@tmmc.com](mailto:adultvolunteerprogram@tmmc.com).

*Because our program is focused on volunteer service we ask that you not join in the interest of seeking employment at Torrance Memorial. For job openings: [www.TorranceMemorial.org/jobs](http://www.TorranceMemorial.org/jobs). Volunteers will not be considered for employment during the initial one-year commitment and may not be volunteers and employees simultaneously.*