

NATIONAL SENIOR SERVICE CORPS

RSVP Job Description

Job Title: _____ Volunteer Station: _____

Volunteer Name: _____ Date Assigned: _____

To the Volunteer Station Supervisor: RSVP volunteers should be assigned where they can make an impact on your agency and the community.

Please complete this form thoughtfully, documenting your need, the activities the volunteer will perform, the desired results of those activities, and the impact you hope those results will have on your agency and the community.

Example: Client cannot read and is falling behind grade level (problem); volunteer is asked to tutor (activity); desired result is that client will learn to read (accomplishment); and therefore be promoted with his class (impact).

Please be as specific as possible, this is a volunteers job description. Please go over it with the volunteer to be sure the required activities and desired results are understood.

NEED THAT WARRANTS THIS VOLUNTEER ASSIGNMENT:

VOLUNTEER SERVICE ACTIVITIES:

ANTICIPATED ACCOMPLISHMENT(S) AS A RESULT OF ACTIVITIES LISTED ABOVE:

ANTICIPATED IMPACT OF ACCOMPLISHMENTS: (THIS IS NOT THE SAME AS ACCOMPLISHMENTS; SEE EXAMPLE)

Signature: Volunteer Station Supervisor

Signature: RSVP Volunteer