

# **Gift Shop Volunteer Program**

### What is a Gift Shop volunteer?

This is a Covenant HealthCare volunteer who provides extraordinary customer service at the 700 Cooper, Harrison and Mackinaw Campus Gift Shops to staff, patients and visitors.

## What duties can a Gift Shop volunteer provide?

Volunteers provide an exceptional experience to customers in our Gift Shops. The Gift Shop volunteer provides a valued support to our staff and is part of the team. All profits from the Gift Shop/Coffee Clinic are divided 50/50 with Covenant Foundation and the Covenant HealthCare Volunteers to provide funding for hospital needs.

- Greet all patients/visitors/staff
- Answer phone calls and assist with orders
- Check on patient status for flowers and gifts
- Open/close the register for the day
- Check areas for items to be stocked or areas to clean
- Familiarize with the new products

- Use cash register and credit card machine to process transactions
- Price items and label
- Check in boxes that have been delivered and stock merchandise
- Pop popcorn (Mackinaw Campus)
- Fill balloons
- Assist customers with questions and interact with them to provide an extraordinary experience

#### **Time Commitment:**

Volunteers are scheduled for a 3-4 hour shift weekdays or weekends.

#### For more information:

Interested individuals can apply online,

https://www.covenanthealthcare.com/ch/communityinvolvementvolunteer. If there are questions, contact Volunteer Services, 989.583.6040, volunteering@chs-mi.com.



<sup>\*</sup>Please refer to the most up-to-date Infection Prevention guidelines for this service. Covenant HealthCare Volunteer Services Last updated: June 16, 2021