

<b>Agency Name</b>	Duxbury Council on Aging	<b>Phone No.</b> 781-934-5774
		<b>fax</b>
<b>street</b>	10 Mayflower St.	
<b>city</b>	Duxbury	<b>state</b> MA <b>zip code</b> 02332
<b>name of vol. director</b>	Donna Pazura	
<b>type of agency</b>	Council on Aging	
<b>email</b>		
<b>directions</b>	From Rte. 3 take exit 10 & follow rte.3 to Duxbury. Pass Bennet's Store on left, the Mile Post and Church on rt. & fire station on left. One block beyond fire sta. is Mayflower. Left turn and they are 1st driveway on the right.	
<b>services offered</b>	Referral, congregate meal site, activities, education, health services	
<b>volunteer commitment</b>	Flexible, based on job description	
<b>volunteer opportunities</b>	Front desk, lunch(all aspects) friendly visetor, fundraising, Marketing, deliver meals, bakery pick-up, med. transport., guest speaker/lecturer/instructor.	
<b>is job description available</b>	By spring 2004	
<b>does agency train</b>	Informal training; formal training in place Sp. 2004	
<b>what looking for in volunteer</b>	Friendly, trustworthy & reliable. Very important to have specific skills based on job.	
<b>CORI check</b>	Yes	
<b>bilingual</b>	Not applicable	
<b>if stipend describe</b>	friendly atmosphere/companionship	
<b>are there systematic reviews</b>	Yes, by spring 2004	
<b>car</b>	Not unless you are a home meals or med. trans. driver. A Senior bus is available	
<b>area served</b>	Duxbury and surrounding towns	
<b>additional comments</b>		
<b>date contacted</b>	01/20/2004	