

Agency Name Executive Office, Elder Affairs
Info./Referral Dept.

Phone No. 617 222 7442

street One Ashburton Place

city Boston **state** MA **zip code** 02108

name of vol. director Annette V. Peele

type of agency State Agency

email

directions Green/Red line to Park St. Walk to State house and Bowden St. to Ashburton Pl.

services offered Responsible for the administration and oversight of a variety of programs and services that benefit older people in the Commonwealth of Massachusetts

volunteer commitment

volunteer opportunities Respond to inquiries from elders and their families, provide needed info and/or resources

is job description available yes; given at training

does agency train yes

what looking for in volunteer Some Knowledge of elder network ,communication skills, patience, professional manner, good assessment skills, Some data entry skill

CORI check No

bilingual good but not nec.

if stipend describe Yes; through Elder Service Corps \$130.00/Mo. for 15 hrs. per wk

are there systematic reviews Yes

car No

area served Massachusetts

additional comments Prefer graduates or students of the Manning Cert. Program

date contacted 02/05/2002