

Salt Lake County Aging Services  
Ombudsman Volunteer Program

**JOB DESCRIPTION**

Title: Volunteer Pharmacist Consultant  
Department: Aging Services

Supervisor: Volunteer Coordinator  
Date Written: December 29, 1999

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**Job Summary:**

The Ombudsman Volunteer works with ombudsman staff in providing pharmacology consultation and provides periodic training and inservice.

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**Qualifications:**

Licensed pharmacist with skills for training.

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**Educational Requirements:**

Must be a licensed pharmacist.

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**Supervision:**

The AAA Ombudsman staff will on a consistent basis provide supervision of the volunteer Ombudsman activities.

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Essential Job Functions	Ombudsman Volunteer Staff				
RESPONSIBILITY	STANDARD	E	M	I	U
1.0 Provides consultation to ombudsmen staff regarding issues of pharmacology.	1.1 Provides phone consultation to Ombudsmen staff. 1.2 Provides periodic staff training.				
2.0 Cooperates with the Aging Services Staff	2.1 Completes paperwork and other written reports in a timely manner 2.2 Maintains confidentiality 2.6 Reliability when assignment accepted				
3.0 Participates in training	3.1 Completes AAA Ombudsman training 3.2 Completes 24 hours of additional training annually to maintain certification 3.3 Maintains Ombudsman Certification				
4.0 Promotes the Ombudsman program in a positive manner to residents, families, facilities, co-workers, and the community.	4.1 Follows the department dress code 4.2 Interacts in a professional manner				

I have read the above job description and duties as listed. I understand the job requirements and agree to accept and carry out these responsibilities and other duties as assigned, within established physical and mental demands. Measurement criteria are established to give the supervisor guidance in completing the performance appraisal and providing the volunteer employee with our standard for performance. I understand and acknowledge that this job description does not limit the employer's right to discipline or terminate my volunteer employment at any time for failure to perform satisfactorily.

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Volunteer Employee Signature

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Date

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Ombudsman Volunteer Coordinator Signature

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Date