



Chase-Brexton
Health Services, Inc.
Open my eyes, healing hands.

1001 Cathedral Street
Baltimore, MD 21201-5405



VOLUNTEER OPPORTUNITIES AT CHASE BREXTON HEALTH SERVICES

Chase Brexton offers opportunities for volunteers in three areas: office/clinic support, special events, and committees. Please review the following information before completing your application.

POSITIONS

Positions requiring relevant experience or a willingness and interest to be trained:

Clinic Assistant

Assist the medical team by coordinating and monitoring patient flow; taking vital signs (e.g. temperatures and blood pressures); and other duties based on experience and background.

Office Assistant

Assist the medical, case management and outreach, or mental health office staff in a variety of clerical and administrative tasks including greeting patients and scheduling appointments.

Office Support

Assist with office tasks including database maintenance, mailing, filing, and general office support. Shifts are 2-4 hours in length. Office hours are Monday through Friday from 9:00 a.m. to 5:00 p.m. (and occasional evenings).

Special Events:

Assist with set up and clean up, registering guests, distributing information, selling tickets and preparing mailings. Most events take place at night or on the weekend. Volunteers are contacted on an as needed basis.

Committees: Chase Brexton Health Services periodically establishes a committee to plan and execute a particular event/activity. Committee membership typically involves a commitment of approximately four hours a month, including a monthly meeting.