**About Us:** Grace Medical Home provides ongoing comprehensive, whole-patient care to the low-income, uninsured of Orange County. Our mission is to be a medical home reflecting the heart of Christ by offering the highest level of health care to those in our community who need it most. We began seeing patients in 2010 and serve the physical, mental, spiritual, and dental needs of the overlooked in our community

**Join Our Team:** As a volunteer, you’ll be a vital part of a dynamic, faith-based team that puts others first. From the front desk to the exam room, volunteers help carry out Grace’s mission every day. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Volunteer/Intern Role:** The Greeter/Navigator provides the mission-critical, positive first impression of Grace Medical Home by extending a cordial welcome, assuring the safety of patients and visitors while guiding them throughout Grace Medical Home. By expressing genuine care, our volunteers build relationships and set the tone for the entire patient experience. They are caring, informed and model the love of Christ.

**Time Commitment:** We ask for Grace Navigators to commit to at least one four-hour shift each week from either 8:00am-12:00pm or 1:00pm-5:00pm. Volunteers can serve for more than one shift.

**Location:** Grace Medical Home - 1417 E. Concord Street, Orlando, FL 32803

**Supervisor:** Liza Baradona, Front Desk Manager

**Details:** Greeters/Navigators welcome and guide patients and guests throughout the building and take them from place to place as needed. They confirm the self-screening questions were reviewed, assist with questions and provide assistance to the front desk. Greeters/Navigators may also help with administrative tasks such as putting Navigator packets together, tidying the welcome area and Resource Room, and keeping printed materials up to date in the Resource Room.

**Who Should Apply:** Anyone who has the gift of hospitality who can multi-task, be flexible, has customer service skills, time management, professional and quality focus, friendly and compassionate disposition. Bilingual is a plus but not necessary.

**How to Apply**: Please visit [www.gracemedicalhome.org/volunteer](http://www.gracemedicalhome.org/volunteer) for more information and to apply or email Betsy Culpepper at [bculpepper@gracemedicalhome.org](mailto:bculpepper@gracemedicalhome.org).