



## CARDIOTHORACIC SURGERY HSC LEVEL 19 ROOM 080

**Supervisor:** DANIELLE GRUEBEL

**Telephone:** 631-444-8021

**This position is open to Seniors Volunteers (18+ yrs.) only.**

Volunteers are needed on these days and at these hours.

- |           |                                      |                          |         |
|-----------|--------------------------------------|--------------------------|---------|
| Monday    | <input type="radio"/> Yes            | <input type="radio"/> No |         |
| Tuesday   | <input type="radio"/> Yes            | <input type="radio"/> No |         |
| Wednesday | <input type="radio"/> Yes            | <input type="radio"/> No |         |
| Thursday  | <input type="radio"/> Yes            | <input type="radio"/> No |         |
| Friday    | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 3 Hours |
| Saturday  | <input type="radio"/> Yes            | <input type="radio"/> No |         |
| Sunday    | <input type="radio"/> Yes            | <input type="radio"/> No |         |

### Duties

- Filing Patients Documents
- Entering Spreadsheets
- Prefer Friday hours but please call with availability

### Necessary Skills

Note: Volunteers do not replace paid staff. Each volunteer assignment is designed to supplement and enhance staff functions in order to make each patient's stay at University Hospital as pleasant and comfortable as possible.



## CLINICAL EDUCATION 14 TECHNOLOGY DRIVE SUITE 1

**Supervisor:** COLETTE MARRAN

**Telephone:** 631-444-4310 / 631-449-5751-cell

**This position is open to all volunteers.**

Volunteers are needed on these days and at these hours.

Monday	<input checked="" type="radio"/> Yes	<input type="radio"/> No	8:30am-5pm
Tuesday	<input checked="" type="radio"/> Yes	<input type="radio"/> No	8:30am-5pm
Wednesday	<input checked="" type="radio"/> Yes	<input type="radio"/> No	8:30am-5pm
Thursday	<input checked="" type="radio"/> Yes	<input type="radio"/> No	8:30am-5pm
Friday	<input checked="" type="radio"/> Yes	<input type="radio"/> No	8:30am-5pm
Saturday	<input type="radio"/> Yes	<input type="radio"/> No	
Sunday	<input type="radio"/> Yes	<input type="radio"/> No	

### Duties

- Filing
- photocopying
- making class folders
- data entry

### Necessary Skills

Note: Volunteers do not replace paid staff. Each volunteer assignment is designed to supplement and enhance staff functions in order to make each patient's stay at University Hospital as pleasant and comfortable as possible.



# Stony Brook Medicine

Department of Family, Population & Preventive Medicine  
HSC Level 3 Room 068

**Supervisor:** Annemarie Ng, MS, RD

**Telephone:** annemarieng@stonybrookmedicine.edu

**This assignment requires an interview with the supervisor prior to placement.**

**This position is open to all volunteers.**

Volunteers are needed on these days and at these hours.

- Monday  Yes  No 9AM-3PM
- Tuesday  Yes  No 9AM-3PM
- Wednesday  Yes  No 9AM-3PM
- Thursday  Yes  No 9AM-3PM
- Friday  Yes  No
- Saturday  Yes  No
- Sunday  Yes  No

#### Duties

- Planting, Harvesting, Weeding, Fertilizing & Watering of Vegetables on the Rooftop Farm.
- Working with Faculty to Develop Social Media Material
- This is mostly a Seasonal Position with the Majority of Hours Taking Place From May to October
- Application of Organic Insecticides to Plants
- Assist in Kids "Farm-to-Table" Cooking Workshop Scheduled for 6 Days in the Summer
- Set Up Cooking Stations, Assist in Recipe Preparation
- Other Duties as Assigned

#### Necessary Skills

- Farming Skills or Willingness to Learn
- Volunteers are able to Commit a Minimum of 3 Hours on Mondays and/or Wednesdays

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## NEUROPSYCHOLOGY

14 TECHNOLOGY DRIVE SUITE 12B

**Supervisor:** EKATERINI PANAGIOTAKOPOULOU

**Telephone:** 631-444-4192

**This assignment requires an interview with the supervisor prior to placement.**

**This position is open to Seniors Volunteers (18+ yrs.) only.**

Volunteers are needed on these days and at these hours.

- |           |                                      |                          |         |
|-----------|--------------------------------------|--------------------------|---------|
| Monday    | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 9AM-5PM |
| Tuesday   | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 9AM-5PM |
| Wednesday | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 9AM-5PM |
| Thursday  | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 9AM-5PM |
| Friday    | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 9AM-5PM |
| Saturday  | <input type="radio"/> Yes            | <input type="radio"/> No |         |
| Sunday    | <input type="radio"/> Yes            | <input type="radio"/> No |         |

### Duties

- Scoring tests
- Filing
- Scanning
- Copying
- Answering Phone Calls
- Making Patient Charts

### Necessary Skills

- Have a Vehicle to drive to our office, as we do not have our office inside the hospital

Note: Volunteers do not replace paid staff. Each volunteer assignment is designed to supplement and enhance staff functions in order to make each patient's stay at University Hospital as pleasant and comfortable as possible.



## OBGYN - GYN ONC HSC Level 9 Room 065

**Supervisor:** Venus Hercules

**Telephone:** 631-444-2594

**This position is open to Seniors Volunteers (18+ yrs.) only.**

Volunteers are needed on these days and at these hours.

- |           |                                      |                          |              |
|-----------|--------------------------------------|--------------------------|--------------|
| Monday    | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 9 am to 4 pm |
| Tuesday   | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 9 am to 4 pm |
| Wednesday | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 9 am to 4 pm |
| Thursday  | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 9 am to 4 pm |
| Friday    | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 9 am to 4 pm |
| Saturday  | <input type="radio"/> Yes            | <input type="radio"/> No |              |
| Sunday    | <input type="radio"/> Yes            | <input type="radio"/> No |              |

### Duties

- Organizing medical records
- Scanning medical records
- Clerical work

### Necessary Skills

Note: Volunteers do not replace paid staff. Each volunteer assignment is designed to supplement and enhance staff functions in order to make each patient's stay at University Hospital as pleasant and comfortable as possible.



# Stony Brook Medicine

## Pre-Operative Services

1320 Stony Brook Rd, Suite E, Stony Brook

**Supervisor:** Cathleen Esernio RN

**Telephone:** 631-444-9246

**This assignment requires an interview with the supervisor prior to placement.**

**This position is open to Seniors Volunteers (18+ yrs.) only.**

Volunteers are needed on these days and at these hours.

- |           |                                      |                          |               |
|-----------|--------------------------------------|--------------------------|---------------|
| Monday    | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 8 am to 6 pm  |
| Tuesday   | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 8 am to 6 pm  |
| Wednesday | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 8 am to 6 pm  |
| Thursday  | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 8 am to 6 pm  |
| Friday    | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 8 am to 6 pm  |
| Saturday  | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 8 am to 12 pm |
| Sunday    | <input type="radio"/> Yes            | <input type="radio"/> No |               |

### Duties

- Clerical duties
- making charts
- Filing, stocking supplies
- Answering phones

### Necessary Skills

Note: Volunteers do not replace paid staff. Each volunteer assignment is designed to supplement and enhance staff functions in order to make each patient's stay at University Hospital as pleasant and comfortable as possible.



# Stony Brook Medicine

## Speech and Hearing

33 Research Way, East Setauket

**Supervisor:** Susan Casale

**Telephone:** 631-216-8306

**This position is open to Seniors Volunteers (18+ yrs.) only.**

Volunteers are needed on these days and at these hours.

- |           |                                      |                          |               |
|-----------|--------------------------------------|--------------------------|---------------|
| Monday    | <input type="radio"/> Yes            | <input type="radio"/> No |               |
| Tuesday   | <input type="radio"/> Yes            | <input type="radio"/> No |               |
| Wednesday | <input type="radio"/> Yes            | <input type="radio"/> No |               |
| Thursday  | <input type="radio"/> Yes            | <input type="radio"/> No |               |
| Friday    | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 10 am to 4 pm |
| Saturday  | <input type="radio"/> Yes            | <input type="radio"/> No |               |
| Sunday    | <input type="radio"/> Yes            | <input type="radio"/> No |               |

### Duties

- Send Faxes
- Check patient scripts to make sure they are in office for the next day
- Make copies, scan

### Necessary Skills

- Organization

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## SURGICAL PROGRESSIVE CARE 8W3-PAVILION

**Supervisor:** RUTH AVILA--NURSE MANAGER

**Telephone:** 631-216-3820

**This position is open to all volunteers.**

Volunteers are needed on these days and at these hours.

Monday	<input checked="" type="radio"/> Yes	<input type="radio"/> No	10AM-2PM--2PM-6PM
Tuesday	<input type="radio"/> Yes	<input type="radio"/> No	
Wednesday	<input checked="" type="radio"/> Yes	<input type="radio"/> No	10AM-2PM--2PM-6PM
Thursday	<input type="radio"/> Yes	<input type="radio"/> No	
Friday	<input checked="" type="radio"/> Yes	<input type="radio"/> No	10AM-2PM--2PM-6PM
Saturday	<input checked="" type="radio"/> Yes	<input type="radio"/> No	10AM-2PM--2PM-6PM
Sunday	<input checked="" type="radio"/> Yes	<input type="radio"/> No	10AM-2PM--2PM-6PM

### Duties

- Filing
- Help Answer Phone Calls
- Help Provide Directions to Visitors
- Put Together Admission/Discharge Packets

### Necessary Skills

Note: Volunteers do not replace paid staff. Each volunteer assignment is designed to supplement and enhance staff functions in order to make each patient's stay at University Hospital as pleasant and comfortable as possible.





## SURGICAL SERVICES (NURSING) 8N-015

**Supervisor:** JESSICA MONTI

**Telephone:** 631-444-9189

**This position is open to all volunteers.**

Volunteers are needed on these days and at these hours.

- |           |                                      |                          |          |
|-----------|--------------------------------------|--------------------------|----------|
| Monday    | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 10AM-4PM |
| Tuesday   | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 10AM-4PM |
| Wednesday | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 10AM-4PM |
| Thursday  | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 10AM-4PM |
| Friday    | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 10AM-4PM |
| Saturday  | <input type="radio"/> Yes            | <input type="radio"/> No |          |
| Sunday    | <input type="radio"/> Yes            | <input type="radio"/> No |          |

### Duties

- Office/Clerical Support
- Filing
- Supply Delivery/Mail
- Misc. Administrative Support

### Necessary Skills

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## SURGICAL TRAUMA 9W2-PAVILION

**Supervisor:** RUTH AVILA

**Telephone:** 631-2163970

**This position is open to all volunteers.**

Volunteers are needed on these days and at these hours.

- |           |                                      |                          |                   |
|-----------|--------------------------------------|--------------------------|-------------------|
| Monday    | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 10AM-2PM--2PM-6PM |
| Tuesday   | <input type="radio"/> Yes            | <input type="radio"/> No |                   |
| Wednesday | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 10AM-2PM--2PM-6PM |
| Thursday  | <input type="radio"/> Yes            | <input type="radio"/> No |                   |
| Friday    | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 10AM-2PM--2PM-6PM |
| Saturday  | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 10AM-2PM--2PM-6PM |
| Sunday    | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 10AM-2PM--2PM-6PM |

### Duties

- Filing
- Help answer Phone Calls
- Help Provide Directions to Visitors
- Put Together Admission/Discharge Packets

### Necessary Skills

Note: Volunteers do not replace paid staff. Each volunteer assignment is designed to supplement and enhance staff functions in order to make each patient's stay at University Hospital as pleasant and comfortable as possible.



## TRAUMA CENTER/SURGERY HOSPITAL 8N--35

**Supervisor:** KRISTI LADOWSKI Kristi.Ladowski@stonybrookmedicine.edu

**Telephone:** 631-444-8385 email preferred-Kristi. Ladowski@stonybrookmedicine.edu

**This position is open to all volunteers.**

Volunteers are needed on these days and at these hours.

- |           |                                      |                          |            |
|-----------|--------------------------------------|--------------------------|------------|
| Monday    | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 8:30AM-5PM |
| Tuesday   | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 8:30AM-5PM |
| Wednesday | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 8:30AM-5PM |
| Thursday  | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 8:30AM-5PM |
| Friday    | <input checked="" type="radio"/> Yes | <input type="radio"/> No | 8:30AM-5PM |
| Saturday  | <input type="radio"/> Yes            | <input type="radio"/> No |            |
| Sunday    | <input type="radio"/> Yes            | <input type="radio"/> No |            |

### Duties

- The Trauma Center has moved community programs to virtual deliver yvia Zoom (i.e. Tai Chi)
- The position will have volunteers provide technical support for the live classes.
- Volunteers will be actively logged into Zoom to help spotlight the instructor,mute/unmute participants and play music through screen share
- Play music through screen share
- Volunteers will also help with logisitics such as attendance
- No program esperience needed This is a technical support position (remote)

### Necessary Skills

- General knowledge of Zoom: spotlighting, share audio/screen share, mute/unmute etc.
- Position will slso use googledrive, Slack and music sstreaming (youtube, spotify etc.)

Note: Volunteers do not replace paid staff. Each volunteer assignment is designed to supplement and enhance staff functions in order to make each patient's stay at University Hospital as pleasant and comfortable as possible.



# Stony Brook Medicine

Vascular - Dept of Surgery  
HSC Level 19 Room 090

**Supervisor:** Olympia Christoforatos

**Telephone:** 631-444-2041

**This position is open to Seniors Volunteers (18+ yrs.) only.**

Volunteers are needed on these days and at these hours.

- |           |                                      |                          |
|-----------|--------------------------------------|--------------------------|
| Monday    | <input checked="" type="radio"/> Yes | <input type="radio"/> No |
| Tuesday   | <input checked="" type="radio"/> Yes | <input type="radio"/> No |
| Wednesday | <input checked="" type="radio"/> Yes | <input type="radio"/> No |
| Thursday  | <input checked="" type="radio"/> Yes | <input type="radio"/> No |
| Friday    | <input checked="" type="radio"/> Yes | <input type="radio"/> No |
| Saturday  | <input type="radio"/> Yes            | <input type="radio"/> No |
| Sunday    | <input type="radio"/> Yes            | <input type="radio"/> No |

**Duties**

- Clerical Duties

**Necessary Skills**

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