

Reports to: Nancy Nelson, PWR! Retreat Volunteer Coordinator

Role Summary:

PWR! Retreat Volunteers volunteer their time for the entire duration of the Retreat. They assist in all programming and help create a positive experience for all participants. PWR! will pay for breakfasts, lunches, some dinners, and hotel accommodation for the Retreat (Volunteers will share a room with another Volunteer). Volunteers are responsible for expenses related to travel to/from Tucson, airport transfers to/from Resort, dinners outside PWR! sponsored events, all alcoholic beverages, and any nights they choose to stay at the resort outside of the established 7 room nights of May 2nd – 9th.

Position Responsibilities and Expectations:

- Participate in daily planning and co-teaching of all exercise sessions (e.g., PWR!Moves group, Circuit or Pole-walking) with assigned group leaders and volunteers. Group leaders for each session are ultimately responsible for decisions and assigned activities.
- Attend all Retreat activities, including volunteer training, welcome and closing appreciation dinners, scheduled programming, evening events, and volunteer/staff meetings as needed.
- Represent PWR! professionally in all interactions with participants, speakers, resort, etc.
- Connect socially and interact positively with staff, other volunteers, and Retreat attendees
- During mealtimes, disperse amongst the attendees and get to know them.
- In education sessions, sit at the back of the room and allow attendees to ask questions first (during and after the presentation).
- Adhere to PWR!Moves curriculum/terminology as the foundation for all exercise programming.
- Provide cues, adaptations, and reward-based feedback for optimal performance and safety.
- Be ready to step in wherever needed to assist PWR! staff (e.g. room set-up/teardown, follow emergency procedures, etc.).
- Assist attendees physically to ensure safety.
- Support attendees emotionally to encourage feelings of hope and self-efficacy.
- Be willing to switch assignments to accommodate staff or attendee needs.
- Attend a virtual volunteer training session (appx. 1 ½ hours) prior to the week of the Retreat.
- Help keep track of exercise equipment including poles and tips.
- Refrain from soliciting Retreat attendees for personal benefit.
- Dress in professional athletic attire.

Skills/Qualifications:

- Obtained PWR!Moves Instructor or Therapist Certification since 2023.
- Works daily with people with Parkinson disease.
- Participates in activities which demonstrate a commitment to the Parkinson community.
- Has an interest in expanding or growing Parkinson programs, services, or collaborations.
- Willing to share skills, expertise and knowledge with other volunteers and attendees.
- Holds current CPR certification.

Signature

Name (Print)

Date

This Code of Conduct outlines the standards of behavior expected from all employees, board members, volunteers, and other representatives of PWR!. Our culture is built on shared values that shape how we serve clients, work with one another, and represent our organization.

- **Professionalism:** Treat others with respect, dignity, fairness, and courtesy. Encourage constructive and professional communication.
- **Honesty:** Be truthful. Disclose potential personal and professional conflicts of interest. Refrain from accepting or soliciting, directly or indirectly for personal use, anything of economic value such as gifts, gratuities, favors, entertainment, loans, or bequests.
- **Skill development:** Continually explore ways to improve our skills and abilities.
- **Diversity:** Appreciate and embrace diversity in our organization, respecting differences in culture, religion, gender, and race.
- **Non-discrimination:** Maintain an environment free of discrimination and harassment.
- **Confidentiality:** Maintain and protect health and personal information given to us by our gym members and others with whom we do business. Confidential information or personal data is only disclosed when necessary and after appropriate approval from management has been obtained, and/or we are compelled to do so by legal, regulatory or professional requirements.
- **Stewardship:** Exercise good judgment in the use of the organization's financial and other assets and consult with leadership when in doubt.
- **Compliance:** Adhere to all applicable federal and state laws and organizations policies and procedures.

I understand that my signature below indicates that I have read the Code of Conduct and that I agree to abide by the principles outlined above throughout my involvement with PWR!.

Signature: _____

Printed Name: _____ **Date:** _____