

Background: The UW Medicine Memory & Brain Wellness Center (MBWC) promotes the well-being of persons living with memory loss and their families by providing exceptional care, advancing scientific understanding and clinical best practices, and building dementia-friendly communities. As part of its mission, the MBWC offers a variety of education, support and social engagement programs for the community – including the Virtual Coffee Chat.

The Virtual Coffee Chat is a weekly online social meet-up for people with memory loss. It takes place from 10 – 11 a.m. on Tuesday mornings via Zoom. It offers an opportunity for social connection and a chance to meet others who understand what it's like to live with memory loss. A typical group begins with an ice breaker question and then round-robin sharing on how each group member is doing. While the group was originally launched in response to the pandemic, group members have asked for it to remain an ongoing MBWC program – noting that the virtual format makes it accessible to a much wider range of participants from throughout the region. We are currently seeking volunteer program facilitators to support this ongoing need.

Position Title: Program Facilitator, Virtual Coffee Chat

Supervisor: Marigrace Becker, MSW, Program Manager for Community Education & Impact. 206.744.2190, mbecker1@uw.edu.

Responsibilities:

The volunteer Program Facilitator works with a co-facilitator to lead this weekly virtual program. Depending on the number of people participating each week, the co-facilitators may work together, or may divide into two break-out rooms. Duties include establishing and maintaining a positive and inclusive group environment, welcoming newcomers, coming up with ice breaker questions, facilitating group discussion, building group rapport, time-keeping, managing the Zoom meeting and trouble-shooting any technology issues, and reporting any concerns to Program Manager. Other duties possible depending on interest/experience.

Time commitment/Schedule:

- Total time commitment is roughly 1.5 hours per week, to include meeting with co-facilitator before and after the group.
- Volunteer must be able to serve for minimum 6 months.
- Volunteer will attend an orientation/training for 1.5 hours

Requirements:

- Age 21+
- Bachelor's degree in social or health sciences, or related field
- Personal or professional experience with older adults or persons with memory loss
- Experience leading groups, such as teaching, facilitating meetings, or leading discussion
- Excellent interpersonal and communication skills
- Access to internet, computer/tablet and webcam; ability to use the Zoom platform
- Reliable and dependable

Volunteer Position Description
Program Facilitator, Virtual Coffee Chat group

Training/Onboarding:

Volunteers will complete required volunteer paperwork for Harborview Medical Center/UW Medicine. They will attend a 1.5 hour orientation regarding the UW Memory and Brain Wellness Center, the Virtual Coffee Chat program, and their role. As part of their training and onboarding, volunteers will observe the Virtual Coffee Chat group one or more times. They will receive training and materials related to memory loss/dementia, communication and facilitation for groups of people with memory loss/dementia, and tips for what works and what to avoid. Over a period of 2 – 4 weeks, the volunteer will try out facilitating the ice breaker, and facilitating the group, with the support of the Program Manager. When the volunteer feels comfortable, they will begin their role as co-facilitator. The Program Manager will always be available for brainstorming and support.

Volunteer Benefits:

- Contribute to the quality of life of persons with memory loss throughout the region
- Build relationships with a variety of interesting people
- Enhance communication skills and facilitation skills
- Learn about what it's like to live with mild cognitive impairment and dementia
- Learn about the clinical, research and community education offerings of the UW MBWC
- Letters of recommendation available upon request

More Information:

For questions, concerns or more information, please contact Program Manager Marigrace Becker: mbecker1@uw.edu, (206) 744-2190.

Thank you for considering service at the UW Memory & Brain Wellness Center!