

• volunteer

Kaposia invests in the prosperity of people with disabilities and the profitability of our partners.

Letter Writing Helper



Purpose: Many folks with disabilities have difficulty reading and responding to letters from loved-ones. A Letter Writing Helper enables individuals with disabilities to stay in touch with family, friends and pen pals by reading letters and cards with them and by helping them to put their own words down in written form.

Responsibilities and Duties: A Letter Writing Helper is assigned to spend time with one person with a disability and assist as necessary with reading and responding to cards and letters.

A Letter Writing Helper is assisted by and defers to Kaposia staff regarding medical, emotional or personal care of individuals.

Reports to: Kaposia's Site Coordinator

Location: Letter Writing Helpers are welcome at all of Kaposia's locations; Roseville & Golden Valley.

Time Commitment: Letter Writing Helpers are asked to commit to spending 1-2 hours, twice per month, for three months minimum and can recommit every three months.

Qualifications: Dependability, pleasant manner, patience.

Age Requirement: All ages welcome, but under 16 must be accompanied by an adult.

Support: Kaposia staff will be present to help facilitate visits. No special additional training is required for this position, although information on data privacy can be made available.

Security Checks Required: None.

Dress Code: Casual.

apply: www.kaposia.com/volunteer