

## **VOLUNTEER ROLES & RECRUITMENTNEEDS**

The Susan G. Komen Tissue Bank at the IU Simon Comprehensive Cancer is looking for volunteers to help with a large tissue collection event to be held <u>in partnership with the WNBA All-Star Host</u> <u>Committee</u> on July 12<sup>th</sup> and 13th at the IU Simon Comprehensive Cancer Center. Two volunteer shifts on Saturday and Sunday: the first shift is 7:30am-1:00pm and the second shift is 12:30pm-6:00pm (lunch and a t-shirt are provided).

The Komen Tissue Bank is a biorepository of breast tissue and blood collected primarily from people with no known evidence of breast cancer. Researchers around the world can request and use the samples in their quest to find a cure for breast cancer.

We are looking for 800+ volunteers to help with a variety of tasks, about half of which require some medical or technical knowledge. The volunteer opportunities are as follows:

- Check In/Check Out checks donors in and sends them on to the next step; checks donors out and provides them with goody bag and instructions. <u>Must be friendly and</u> <u>organized</u>.
- Height & Weight escorts donors to and from consenting area to height & weight station; records height & weight. <u>Must be able to write legibly</u>.
- Specimen Runner takes specimens from phlebotomy or exam room to the on-site lab for processing. Must observe universal precautions for handling bodily fluids (i.e., wearing gloves at all times). <u>This can be high</u> <u>school students or others who have good</u> <u>mobility</u>.
- Donor Escort coordinates when there are openings in phlebotomy and tissue exam rooms; escorts next available donor to open slots. <u>Need to be organized and have a good</u> <u>sense of direction</u>.
- Computer/Questionnaire Assistant assists any donors who require help completing the online questionnaire. <u>Must</u> <u>be comfortable with computers</u>.



Consenter – must have regulatory (CITI) training and approval to participate. (lay people can do this with the right training). Administers the Informed Consent to formalize participation in the KTB clinical trial.

- Laboratory processes tissue and blood samples in the on-site lab. <u>Must be</u> <u>familiar with universal precautions for</u> <u>handling bodily fluids. Lay people can be</u> <u>trained</u>.
- Phlebotomy draws blood from donors.\_ <u>Must be trained and proficient</u>.
- Surgeon Assistant assists the Surgeons or Radiologists in the exam rooms. <u>Must be</u> <u>aware of sterile technique</u>. <u>Can be nurses</u>, <u>nursing students or others with similar</u> <u>training</u>.
- Surgeon/Radiologist takes the tissue samples using vacuum-assist biopsy device.\_ <u>Must have regulatory training and approval to</u> <u>participate (CITI)</u>.
- Friday Night Set Up help set up the venue for the tissue collection event. Will need to move and lift boxes and sort and set up items in exam rooms, etc. <u>Anyone with</u> <u>good physical mobility will be fine for this</u> role.

We'll let you know when you can sign up for a volunteer shift on the Komen Tissue Bank's website, <u>komentissuebank.iu.edu</u> in the volunteer section. If you want to sign up for Surgeon/Radiologist or Informed Consenter, please contact Julia von Arx (<u>jurmccar@iu.edu</u> or 317-274-3900).