

VOLUNTEER POSITION DESCRIPTION

- Position:** **Community Participation Program Volunteer**
- Purpose:** To inspire abilities and provide person-centred support
- Responsibilities:** Support adults during group programs and activities
Accompany adults on community outings
Assist at special events, general supervision
Friendly visiting
- Boundaries:** Volunteers will be friendly, courteous and respectful
Volunteers may not drive agency vehicles
Volunteers may not handle money
Volunteers will not have access to confidential information
- Qualifications:** Education or background in Human Services
Experience working with adults with developmental disabilities
Must be over the age of 18
Proficiency in English – verbal and written
- Characteristics/
Skills:** Responsible, organized, flexible, ability to follow direction
Patient, nurturing, consistent, friendly, outgoing,
Able to motivate others, take initiative
Thrive in an inclusive and diverse environment
- Other Requirements:** Vulnerable Sector Police Records Check if over 18 years
Minor Waiver for volunteers under 18 years
Provide two references
Attend mandatory orientation and training
- Risk Assessment:** Low to medium
- Training:** Volunteers will attend agency and job-specific orientations
Volunteers will complete online trainings
- Violence in the Workplace
 - Health and Safety 4 Steps
 - Accessibility of Ontarians with a Disability
 - WHMIS

Supervision: Volunteers report to the Supervisor/Manager of program
Volunteers work directly with staff

Availability: Monday - Friday between 9:00 and 4:00
Occasional evening and weekend opportunities

Commitment: Minimum of 1.5 hours per week for three months required

Location: Multiple locations

Benefits: Volunteer appreciation events and activities
Be a part of an inclusive and person-centred team
Gain work experience
Develop interpersonal skills
Training opportunities
Make a difference in the life of someone
Develop friendships
Volunteer recognition and appreciation

How to Apply:

1. Complete and submit an application. Applications can be found in the Volunteer section of our website: www.kwhab.ca
2. Attend an interview with the Volunteer Coordinator
3. Complete screening requirements
4. Receive notice of next steps

