

VOLUNTEER POSITION DESCRIPTION

- Position:** **Inclusion Volunteer**
- Purpose:** To role model positive social behavior that will enable the person supported to make positive choices, build social skills and function with greater independence in the community.
- Responsibilities:** Maintain regular weekly contact
Be a stable, consistent, and positive friend
Model positive social behaviours
Maintain confidentiality
Report any incidents immediately to Staff or Manager
- 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
Volunteers will treat all individuals with dignity and respect
- 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
First Aid, CPR, Non Violent Crisis Intervention training an asset
- Characteristics/
Skills:** Responsible, dependable, organized, flexible
Patient, inclusive, consistent, friendly, outgoing,
Able to motivate others, take initiative
Good problem solving skills
Resilient, caring
- Other Requirements:** Vulnerable Sector Police Records Check
Provide two references

Risk Assessment: Low to medium

Training: Volunteers will agency and person-specific orientations
Volunteers will complete online trainings in

- Violence in the Workplace
- Health and Safety 4 Steps
- Accessibility for Ontarians with a Disability
- WHMIS

Supervision/ Relationships: Manager of inclusive living program
Direct support staff
Family

Availability: Shifts are available seven days/week
Schedule to be arranged by person supported and volunteer

Commitment: Meet in person 2-4 times per month for 2-3 hours
Weekly phone call if unable to meet in person
Minimum 6 month commitment

Location: 99 Ottawa St. South, Kitchener

Benefits: Be a part of an inclusive and person-centred team
Gain work experience in human services
Meet new people, develop friendships
Develop interpersonal skills
Training opportunities
Make a difference in the life of someone
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

