

Centre's Daily Volunteer Supportive Positions

Name: _____ Phone #: _____

Email address: _____

Current Volunteer Opportunities;

Please indicate with a ✓ in the box for your preference or interests.

General Volunteer Assistant

Summary: The General Volunteer assistant could be asked to support a variety of tasks, depending on the day's priorities. This would include basic day-to-day needs, such as greeting, answering the phone, kitchen duties. Your time contribution will vary on your availability and the needs of the Centre. This position helps to extend our resources and support of the Centre to better assist our members and community.

Volunteer Office Assistant

Summary: The volunteer office assistant will be asked to perform a variety of computer-related office tasks, i.e., record keeping and reports. Your time and contribution will vary on your availability and often time-sensitive priorities.

Coming soon – We will be looking for general maintenance volunteers – are you interested? Please let us know!

What day(s) are you available (circle): Monday Tuesday Wednesday Thursday Friday

What Times (circle): 9:30 a.m.-1 p.m. 12:30 p.m.-3:30 p.m. all day 9:30 a.m.-3:30 p.m.

For more information, please ask for a copy of a Job Description

Thank you!

It is important for us that you enjoy your volunteer time at the Centre. We appreciate your support and welcome your feedback.