|  |  |
| --- | --- |
| **Purpose:** | The Volunteer Facilitator is responsible for enriching the learning experience of newcomer youth by providing English Conversation Circle (ECC) sessions.  **CultureLink works within an anti-oppression framework and is committed to equity.** |
| **Title:** | Volunteer – ECC Facilitator |
| **Location:** | 3535 Dundas St. West Toronto ON M6S 2S7 |
| **Key Responsibilities/**  **benefits:** | Volunteers:   * Establish a positive learning environment for all learners, ensuring that they feel supported in their learning and are able to take risks with language; * Create sessions that are motivating and engaging with a focus on learning and progress on a weekly basis; * Monitor youth learning’s development and improvement; * Assist with the set-up of the space and have the materials prepared for the session; * Be flexible and able to use various facilitation methods; * Be patient and understanding with any learning difficulties; * Provide information of Canadian Culture and preparation of Citizenship through the ECC sessions * Assist with any questions they may have on Canadian Culture and other English assignments.   Benefits:   * Improve cross-cultural communication skills; * Improve listening and paraphrasing skills; * Develop techniques for working with diverse levels of ESL speakers; * Develop skills for working with vulnerable people; * Gain experience in teaching newcomers; * Improve your understanding of the settlement sector. |
| **Reports to:** | Volunteer Coordinator |
| **Length of Appointment:** | 4:00pm – 6:00 pm on the 2nd and 4th Tuesdays of the month |
| **Time Commitment:** | Minimum 2 Months |
| **Requirements:** | * Commitment to anti-racism and combating other forms of discrimination; * Ability to work cooperatively as part of a team and to give input into program; * Working knowledge of correct English, grammar, spelling and punctuation for use in simple sentence structure; * Creative and engaging; * Hard working and flexible to change; * Min. Experience with working with vulnerable groups; * Must have a Police Vulnerable Sector Check. |
| **Application Process:** | Send Volunteer Application Form, resume, and cover letter to Kristin Schwartz, Volunteer Coordinator at [kschwartz@culturelink.ca](mailto:kschwartz@culturelink.ca), and CC’d Jonathan at [jrojas@culturelink.ca](mailto:jrojas@culturelink.ca) and Juan at [jpoveda@culturelink.ca](mailto:jpoveda@culturelink.ca)   * Once we receive your application, an interview will be scheduled. * If application is accepted, the applicant will sign the confidentially agreement and will submit all required documents.   An on-boarding session will be scheduled with the candidate and the Volunteer Coordinator to provide orientation on Volunteer Policy, Agency Overview, Health and Safety procedures, and agency tour. |