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| **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.
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| **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.
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| **Application Process:** | Send Volunteer Application Form, resume, and cover letter to Kristin Schwartz, Volunteer Coordinator at kschwartz@culturelink.ca, and CC’d Jonathan at jrojas@culturelink.ca and Juan at 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. |