

Welcome to Change Makers volunteer program!
Please take a moment to tell us a bit about yourself.



Name: _____

Birthdate: _____ Gender: _____

Address: _____

Phone: _____ Email: _____

Your first language: _____ Preferred language: _____

Cultural connection: _____

Occupation: _____

Education and training: _____

What teachings would you like to share? _____

Are you interested in helping with:

- | | |
|--------------------------|-----------------------|
| _____ Reading | _____ Writing |
| _____ Resumes | _____ Mathematics |
| _____ Financial Literacy | _____ Computers |
| _____ Communication | _____ Health Literacy |
| _____ Cultural Support | _____ Life Skills |
| _____ Board of Directors | _____ Donation Room |
| _____ Fundraising | _____ Other |

How many hours are you able to commit to volunteering? _____

Which days and hours are you available? _____

Criminal record check vulnerable sector: Yes/No

VOLUNTEER POSITIONS:

Food Security: (daily @ K'oomtk)

Duties: Pick up and sort sandwich donations at Safeway, if any.

Promptly put in appropriate space in fridge according to food safe: first-in-first-out.

Record sandwich donations on the second harvest app through the work cell phone.

Sort stale dated sandwiches, put in container for composting, rinse and recycle packaging.

Notify Karen if there is composting to pick up.

Requirements: Food safe, capable of carrying bags weighing 2kg - 10kg approximately 2 blocks or access to vehicle

Donation Room: (weekly/ daily @ K'oomtk)

Duties: receive donations, sort, organize and display donations.

Gather and sort donations for washing, garbage or upcycling as necessary.

Lint roll, iron, mend, and repair donations as necessary. Assist clients to find donations and maintain cleanliness of the room. Process unwearable clothing for upcycling projects.

Requirements: eye for detail, organization skills, mending skills, dexterity

Tutoring: (As required)

Duties: assist learners with acquiring knowledge.

Provide instruction and feedback for subject matter.

Requirements: education and skill in the subject matter, patience, good attitude and communication skill. Pass vulnerable sector criminal record check

Tax Clinic: (As required, tax season late winter)

Duties: prepare client taxes as per the CRA CVITP instructions.

Requirements: excellent reading and writing comprehension, computer skills for data entry, complete the CRA CVITP tax training and efile clearance, pass vulnerable sector criminal record check, confidentiality

Open Mic and Art Show Organizer: (Monthly)

Duties: promote open mic, update and distribute posters in person and online, organize the art submissions and update the Powerpoint. Attend the monthly open mic and welcome patrons. Help with set-up and tear down, circulate the sign-up sheet.

Requirements: computer literacy, friendly, and outgoing

Go By Bike Week Champion: (Winter, Spring, and Fall)

Duties: promote Go By Bike Weeks, help distribute posters, share social media posts, help with getting donations, set up celebration stations, cycle and track your kms.

Requirements: love of biking

Workshop facilitation: (Ad hoc)

Duties: plan and facilitate a workshop to showcase a unique skill or talent that you may have.

Discuss workshop idea, timeframe, resources, and needs with executive director to confirm commitment. Help promote and facilitate workshop.

Requirements: skill and knowledge to safely conduct workshop, good communication skills, dependability

Upcycle Fundraising: (daily)

Duties: use resources at our disposal to create value added products: fabric to make rugs, yarn to make hats, fabric to make accessories, beads to make jewelry, paper to make cards etc.

Requirements: creativity, dexterity, attention to detail, craftsmanship

Book Donation Recording: (Monthly)

Duties: record donated books in the excel database. Shelf the books.

Optional: write a review of books to share to social media to encourage book reading.

Requirements: basic computer skills

Recycling: (Weekly/ Monthly)

Duties: gather empties for recycling. Transport empties to the recycling center. Sort and stack recycling, return for refund, bring the refund amount to K'oomtk to be deposited in petty cash

Requirements: capable of transporting empties about 5 blocks by walking or vehicle, trustworthiness

Board of Directors: (Quarterly+)

See BOD nomination form for more details.