



40 Holly Street, Suite 401, Toronto, ON, M4S 3C3 | www.easterseals.ca

VOLUNTEER OPPORTUNITY!

Title : **Event Volunteer (Community Conference)**
Period/Hours : March 10 (afternoon, 3 hours) and March 11 (all day, 8am – 5pm)
Location : Downtown Toronto, ON (University and College)
Website : www.easterseals.ca

We are seeking several dynamic and friendly individuals to assist us as volunteers at a community conference in March 2020. Volunteers will assist Easter Seals staff with a variety of tasks as delegated, including welcoming and registering conference participants, providing directions, support with logistics, and acting as ambassadors of the organization during the conference.

Interested candidates must be available:

- On Tuesday, March 10, 2020 for approximately 3 hours at the conference venue in downtown Toronto where they will be briefed on conference activities, and assigned tasks and responsibilities.
- On Wednesday, March 11, 2020 for the entire day (8am to 5pm) to assist with conference set-up, activities and clean-up.

About the Organization:

Easter Seals is a national charitable organization with close to 100 years of community service in Canada. We are a trusted industry leader and together with our provincial member organizations, Easter Seals is Canada's largest local provider of programs, services, issues-leadership and development for the disability community. We strive to enhance the quality of life, well-being and independence of Canadians living with disabilities. Easter Seals helps to ensure that all children, youth and adults who are living with disabilities have access to the equipment, technology, programs, services and support they need to make the most of their abilities and participate fully in society.

Why Volunteer?

Easter Seals Canada values the contributions of all our volunteers.

- Opportunity to network and meet new people
- Develop your skills
- Enhance your resumé
- Build your knowledge on accessibility issues and developments
- Give back to the community

Desired Skills and Characteristics:

- Friendly, outgoing and diplomatic
- Good communication skills
- Enjoy working as part of a team
- Flexible/adaptable, and willing to take instructions and feedback
- Able to demonstrate sound judgement and problem-solving skills

Reward

All volunteers will receive a certificate of appreciation from Easter Seals Canada.

Application Requirements:

Interested candidates are encouraged to complete the attached application form along with a resume and cover letter (**PDF format**) addressed to Easter Seals Canada to partnerships@easterseals.ca **no later than 5pm Friday, January 31, 2020.**

We thank all applicants for their interest and will only contact those selected for interviews.

Easter Seals Canada encourages applications that reflect the diverse cultures and socio-economic backgrounds we serve. In keeping with our ongoing efforts to promote equity and reflect the diversity of our organization, we encourage applications from Indigenous peoples, persons with disabilities and members of visible minorities.

We are committed to fostering an inclusive, barrier-free and accessible work environment. If you have been contacted for an interview and require an accommodation due to a disability to participate in the recruitment and selection process, please advise and we will work with you to meet your needs.



Easter Seals Canada - Volunteer Application Form

SECTION A: APPLICANT INFORMATION

First/Given Name:

Last/Family Name:

Preferred Name (if applicable)

Preferred Gender Pronoun (optional)

She / Her / Hers

He / Him / His

They / Them / Theirs

Cell / Phone Number:

Email Address:

What volunteer opportunities are you interested in?

March Community Conference (must be available on March 10 and 11, 2020)

Administrative Volunteer

Other (please describe)

Please describe why you wish to volunteer (Please keep description to 150 words or less)

Are you presently above 18 years of age?

Yes

No

Other

Date

Signature

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Please complete and email the completed form, along with a resume to partnerships@easterseals.ca

THANK YOU!