



VOLUNTEER JOB DESCRIPTION “Walk & Talk”

Title:	English-Speaking Mentors
Objective:	To support the process of settlement to newcomers to Canada by pairing them up with English speaking volunteers.
Qualifications:	<ul style="list-style-type: none">▪ Fluent in English (You do not have to be a native speaker)▪ Sensitivity to cultural diversity and a non-judgmental attitude▪ Able to work with people from different age groups
Responsibilities:	<ul style="list-style-type: none">▪ Help mentees to practice their English in an informal setting▪ Assist mentees to gain/improve their English conversational skills▪ Abide by Centre’s confidentiality policy▪ Availability to meet four times a month for a least one hour
Training/Support:	<ul style="list-style-type: none">▪ Orientation to Working Women Community Centre▪ On-going support from supervisor▪ Information about free events and activities
Commitment:	<ul style="list-style-type: none">▪ There is no minimum time commitment, but we advise volunteers to commit for at least 3 months▪ Work hours: Minimum requirement of 4 hours per month; participants will decide when and how often they would meet
Benefits:	<ul style="list-style-type: none">▪ Letter of reference upon successful completion of volunteer activity▪ The opportunity to share cultural experiences▪ The possibility to get free tickets for cultural events▪ Networking▪ The alternative of learning a second language; however the program focuses in supporting the mentees’ needs first
Direct Supervisor:	Community Engagement Coordinator
Location of Volunteer Activity:	Venue decided by the participants
Contact Person:	Nira Elgueta Community Engagement Coordinator Telephone: (416) 532-2824 Ext. 232 Fax: (416) 532-1065 or by E-mail: volunteer@workingwomencc.org