

VOLUNTEER POSITION DESCRIPTION

POSITION TITLE: Family to Family
PURPOSE: Integration into the workplace/ day to day life within the Jewish Community
DUTIES AND RESPONSIBILITIES: One on one contact with immigrant families in the community to: <ul style="list-style-type: none"> • Familiarize the new-comer family to the city • Assist with accommodation search • Include family in Jewish culture events (Shabbat, holidays, etc.) • Initially assist in daily routine
TIME REQUIREMENTS: <ul style="list-style-type: none"> • Flexible • Availability during the daytime/evenings and/or on weekends
SKILLS AND QUALIFICATIONS: <ul style="list-style-type: none"> • Multilanguage skills an asset • Interest in working with immigrants • Knowledge of Shabbat and cultural events • Valid driver's license and access to a vehicle
TRAINING: <ul style="list-style-type: none"> • Volunteers will be oriented to the agency and will receive training relevant to the position • Ongoing support provided
ACCOUNTABILITY <ul style="list-style-type: none"> • Volunteers will be responsible to the Volunteer/Projects Coordinator
EXPECTATIONS: All volunteers are asked to: <ul style="list-style-type: none"> • Abide by JFSC policies & procedures • Attend orientation and training workshops as necessary • Participate in evaluations • Maintain confidentiality
BENEFITS: <ul style="list-style-type: none"> • Receive continuing education regarding immigrants and their issues • Work record of hours for job references • Social events and volunteer recognition • Career exploration
OTHER: <ul style="list-style-type: none"> • A driver's abstract will be required • A security check will be required
For more information contact Gahl Pratt Pardes: 403-287-3510 ext. 240 / gahlp@jfsc.org