Regional Events & Program Support Volunteer

Summary:

- Autism Ontario offers hundreds of one-time events and multi-week programs across the province each year. If you love working directly with people, have a passion for making a difference and have an ability to motivate and inspire others, this is the position for you!
- Volunteer support for these programs is critical for their success.
  **Please note that programs can be one day, or can run weekly, biweekly or monthly. Some programs will run for four to six weeks.*
- To ensure consistency for our participants program volunteers will need to be able to commit to dedicated dates, times and schedules as they align with program offerings. If you are unable to fully commit to a program because of a scheduling conflict, please be mindful of this.
- This volunteer service is often a great fit for individuals, students, and retirees who are looking for an ongoing and consistent commitment to the organization.

Duties may include:

- Preparation of program materials and support in program planning.
- Directly supporting the coordinator or facilitator with delivery of the program.
  - This may include meeting with the facilitator virtually or in person before helping with a program to generally understand the curriculum, supporting the program by encouraging discussion related to curriculum being delivered, working with the facilitators to “act out” scenarios to help explain a concept, or helping participants to understand or participate in related activities.
- Supporting participants who may need additional support to fully experience the program.
- Other duties that support the success of program delivery as defined by the coordinator.

Location:

- In-person programs take place across the Region, and addresses will be provided to the volunteer when the volunteer opportunity is shared with them. Volunteers are able to sign up for volunteer opportunities that fit with their location.

Time commitment:

- 2 to 3 hours per program/activity.
- You may be supporting a one-time event or multi week program.

Requirements:

- Must present a professional decorum and a friendly manner.
- Must be dependable and punctual.
- Be courteous and personable when dealing with program participants, staff and facilitators.
- Be able to take direction from the Program Coordinator, facilitator or lead volunteer while supporting individual participants to generate a welcoming, engaging and successful experience.
- Respect and maintain confidentiality of Autism Ontario program participants, volunteers, partners, and donors.
- Positive solutions-oriented attitude.

Our process:

- Complete a satisfactory reference check and Vulnerable Sector Check.
- Complete a 30-minute virtual volunteer interview.
- Attend a virtual volunteer onboarding session and complete all necessary training modules.
- Read and acknowledge our volunteer policies & volunteer agreement.

Benefits:

- Knowledge that you are making a difference in the lives of the individuals and families Autism Ontario is privileged to serve.
- Program planning and facilitation experience for building your resume.
- Opportunity to work with a dedicated group of professionals committed to creating an inclusive Ontario for autism.