



CALGARY IMMIGRANT WOMEN'S ASSOCIATION
VOLUNTEER POSITION DESCRIPTION

TITLE: Monday Craft Group
DEPARTMENT: Settlement and Integration
REPORTS TO: Arts and Craft Program Instructor

Immigrant women volunteers get together once a week for 3 hours to create small craft projects. Craft activities include; making cards, small felt projects, glycerin soap, potentially small knitting and crocheting, and other craft projects. Volunteers have the opportunity to socialize, learn/share skills and express their creativity with others that share similar interests. The group meets every Monday from 9:30am-12:30pm. All items created will go towards CIWA craft sales.

DUTIES AND RESPONSIBILITIES

- Attend weekly meetings
- Engage in group conversations
- Share and learn skills with other group volunteers
- Participation in craft sales is encouraged

STANDARDS OF PERFORMANCE

- Must pay attention to details and create quality materials
- Needs to follow directions/instructions
- Ensure that professional approach is aligned with CIWA values
- Demonstrate a high level of initiative and enthusiasm
- Reliability

QUALIFICATIONS

- Enjoy creating small hand crafts
- Enjoys sharing skills with others
- Friendly, patient, engaged, flexible, and enthusiastic
- Ability to communicate in English
- Comfortable working with people from diverse backgrounds

If interested, please contact:
Volunteer Program: Debra Colley
Phone Number: 403-517-8830

E-mail: volunteer@ciwa-online.com