

## **NEW FRIENDS AND NEIGHBORHOOD GROUPS – FACILITATOR**

Volunteers within this program have a unique opportunity to support immigrant women, through meaningful engagements in a social group. Volunteers will be inspired and encouraged by participants while developing facilitation and leadership skills.

### **SUMMARY OF POSITION**

Volunteer facilitators will partner with another facilitator to plan and lead group activities designed to build English speaking and listening skills for immigrant women. Activities include; discussions, games, grammar/ vocabulary, and more. Group sessions are held in different community locations or are delivered online. The time commitment is once a week for the two-hour meetings plus time to prepare. The minimum required commitment is 6 months. Group times vary from morning, afternoon or evening.

### **DUTIES AND STANDARDS OF PERFORMANCE**

- Create a safe environment for women to make friends and socialize
- Select appropriate learning themes based on the identified needs of the participants
- Develop and create group activities in addition to following the provided curriculum and resources
- Relay information about various local supports, services, and cultural experiences
- Register new participants record weekly attendance
- Support other NFNG events such as guest speaker presentations and field trips
- Maintain a professional approach that is aligned with CIWA values
- Demonstrate a high level of initiative and enthusiasm
- Maintain confidentiality at all times
- Must be reliable, timely, and committed to the role

### **QUALIFICATIONS**

- Active, friendly, patient, engaged, flexible, and enthusiastic
- Desire to help immigrant women improve their skills
- Cultural awareness and sensitivity towards immigrant women
- English as a first language or advanced English communication skills (Benchmark 8 or higher)
- Teaching/group facilitation experience is an asset but not necessary
- Must have lived in Canada for at least two years and have good knowledge of Canadian culture

### **If interested, please contact:**

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