

Volunteer with us!



**Posting:
Volunteer**

**Settlement Program
Support Worker**

Immigrant Services

Options Community Services Society

We are a non-profit registered charity providing social services primarily in Surrey, Delta, White Rock and Langley. We believe in helping people help themselves. We believe in collaborating with individuals, businesses, community groups and government to create focused, effective and responsive resources for the community.

We envision a healthy community as a safe and clean environment where we all have a sense of belonging. It is a place where each of us has the opportunity to work and learn, and to develop and realize goals that are meaningful and fulfilling.

Volunteer Position: We are looking for flexible and professional volunteers to provide administrative, clerical, and language support for the Immigrant Services Division. Volunteers will have opportunities to utilize existing skills and develop new skills. Settlement workers assist newcomers with: Needs assessments and referrals, information and orientation, employment-related services, community connections, and support services. They also instill a sense of belonging and help newcomers adjust to their new life in Canada. Our settlement workers assist clients in various languages including Arabic, Hindi, Kurdish, Mandarin, Punjabi, Somali, Spanish, Tagalog and English. We are seeking volunteers to provide support in these languages and provide extra interpretation support for other languages that are not provided in-office.

BENEFITS OF VOLUNTEERING

- Gain new skills & practical knowledge
- Acquire work experience & references
- Enhance college and university applications
- Meet others with similar interests
- Make a difference in the lives of others.

NOTE: Applicants not selected for an interview will not necessarily be notified.

Posted: 05/28/2021

Options Community Services Society is an equal opportunity employer committed to hiring a diverse workforce.

QUALIFICATIONS

- Excellent oral and written communication skills in both English and at least one other language
- Experience working with vulnerable newcomers is an asset
- Have passion and patience to help newcomers
- Excellent interpersonal, communication and organizational skills
- Ability to take direction well and work independently
- Strong teamwork and collaboration skills
- Strong computer skills and ability to type in both English and other language(s)

REQUIREMENTS:

- **Willingness to commit to a minimum of three months**
- Complete an application form, criminal record check and provide 2 references
- Complete a short interview and a vulnerable sector criminal record check
- Attend volunteer training sessions

Successful candidates will be required to provide a current and satisfactory Criminal Reference Check/Vulnerable Sector Search preceding your start date.

APPLICATION:

Please fill out the form by clicking the link below so that we can get a better idea about you. If you are suitable for our positions, we will contact you for further details.

Form: <https://forms.gle/P7K11c7jDa56c9ag8>

Closing date: none / on-going recruitment

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