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Title: Volunteer Opportunities for your community: SD51

June 9, 2017 8:10:55 AM Page 1 of 2

From:

Ardy Jones <Ardy.Jones@redcross.ca>

2017-06-08 11:24:...

Subject:

Volunteer Opportunities for your community

To:

Info City of Grand Forks



RECEIVED

JUN · 9 2017

THE CORPORATION OF THE CITY OF GRAND FORKS

Attachments:

M Personal Responder.docx / Uploaded File (56K)

HELP Client Services posting.docx / Uploaded File (51K)

VCSS-Posters-sj-2 01-print-inhouse.pdf / Uploaded File (8.7M)

Hello,

Thank you so much for your time with this email. I am reaching out today to see if it would be possible to share the attached volunteer opportunities with your community and contacts. I have also attached a couple of posters that I would be happy to mail to you or you are free to print out and post around your facility.

The Canadian Red Cross is currently seeking volunteers for Disaster Management and the Health Equipment Load Program in your community.

Please let me know if you would like to schedule a time to chat on the phone – I am always happy to give more information about our volunteer opportunities and the organization itself.

Thank you so much again for your time and I look forward to chatting with you further.

Have a great day!



Ardy Jones

Canadian Red Cross | Croix-Rouge canadienne Western Zone | Kelowna | BC | | ardy.jones@redcross.ca

www.redcross.ca |www.croixrouge.ca

<u>Make a difference</u> at home and abroad this holiday season. <u>Faites une différence</u> ici et à l'étranger pour les fêtes.

Can-Red Cross

Can-Red Cross

For Community

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Personal Disaster Assistance Team Responder Volunteer

The Canadian Red Cross Society, a non-profit, humanitarian organization dedicated to helping Canadians, as well as the most vulnerable throughout the world, is seeking a *Disaster Management – Personal Disaster Assistance Team Responder volunteer*. Reporting to the Community Planning and Response Coordinator, this position ensures the delivery of quality emergency social services to people affected by personal disasters within their area.

As a Personal Disaster Assistance Team Responder volunteer, you will take 40 hours of National Red Cross training to learn how to best support those affected by disasters. After this training is completed, you will become part of a larger response team that can be activated for both small and large-scale disasters. There are opportunities to develop your leadership skills through training and exercises and to share your expertise in key support services areas like human resources and logistics.

Key Responsibilities

- Completes client needs assessment for people affected by disasters
- Provides comfort kits and other direct aid as needed
- Completes paperwork in a timely and accurate manner
- Provides clients with referrals to partner agencies and other community based groups
- Participates in preparedness activities at the community level
- Completes mandatory Disaster Management training as scheduled
- Attends team meetings as requested
- Support communities and individuals affected by disasters
- Develop technical skills and knowledge around coordination of disaster responses
- Share specialized skills and expertise in human resources, finance and administration, logistics, and planning as required

Qualifications

- Must be a minimum of 18 years of age
- A valid provincial drivers license is an asset
- Be able to provide a satisfactory Driver's Abstract
- Proven customer service skills
- Well demonstrated interpersonal skills
- Strong written and oral communication skills
- Strong organization skills
- Ability to effectively prioritize and execute tasks in a high-pressure environment
- Demonstrates initiative, tact, and an understanding of client confidentiality

Working Conditions

- We are seeking volunteers who can commit to a minimum of two years. Ideally volunteers will be available on an
 on-going basis. We are currently seeking volunteers available to work during non-traditional hours (weekends,
 evenings) and/or regular business hours. Please quote Posting ID DM-RP-TRA-607 in the subject line of the
 application.
- Opportunity for qualified volunteers to deploy away-from home to disaster responses in B.C. and across Canada.

This position requires a successful Canadian criminal record check and successful vulnerable sector check.

The Canadian Red Cross Society is an equal opportunity employer.

For more information please visit: www.redcross.ca/volunteer/who-is-needed

Interested parties may submit their applications and resumes quoting, Disaster Management – (Location). – Personal Disaster Assistance Team Responder Volunteer, along with appropriate Posting ID Number(s) if applicable, in your subject line

The Canadian Red Cross Society Email: BCYvolunteering@redcross.ca Or fax (604) 709-6675

While we appreciate all responses, only candidates under consideration will be contacted. Please note that relocation funding is not available for this position.



Client Service Volunteer

Do you enjoy working in a fast-paced environment? Are you a friendly, outgoing person who enjoys meeting new people every day? Do you want to help the Canadian Red Cross help vulnerable people by providing much needed support to those who need it the most?

The Canadian Red Cross Society, a non-profit, humanitarian organization dedicated to helping Canadians, as well as the most vulnerable throughout the world, is seeking a <u>Client Services Volunteer</u> for the Health Equipment Loan Program.

Reporting to the Team Lead this position provides direct support to in-person and telephone inquiries from the public with a primary responsibility to provide loans and accept returns of health equipment. This short term loan service offers mobility, independence and safety to seniors and those recovering from illness or surgery in their own homes.

Key Responsibilities

- Service to clients including customer service to those picking up or returning equipment, responding to phone and in person inquires, assisting with referrals
- Administrative support including record keeping, telephone follow-up, general office duties
- Accepting and receipting of financial donations

Qualifications

- Excellent interpersonal skills, including handling interactions with the general public, clients and colleagues
- This position requires a satisfactory Canadian vulnerable sector criminal record check
- Strong verbal and written communications skills in English, including telephone etiquette
- Ability to work independently and as part of an effective team
- Dependable and able to effectively execute assigned tasks in a high pressure environment
- Strong computer skills, with working knowledge of Microsoft Outlook, and inventory databases
- Demonstrated ability to listen and empathize with clients concerning their personal and/or health-related issues
- Ability to lift and carry 50lbs
- Must has Standard First Aid with CPR C or equivalent or be willing to take the training

Working Conditions

- This is an ongoing position and a minimum 6 month commitment is desired
- Successful volunteers will receive training and support in order to be successful, maintain a safe work
 environment and provide excellent service to help those in need of this vital service
- Must be available Monday to Friday between the hours of 9:00 am 4:00 pm for a 4 hour volunteer shift.

Apply now to join our local Red Cross team and become a part of the world's largest humanitarian organization, and one of our 13 million volunteer across the world.

The Canadian Red Cross Society is an equal opportunity employer.

For more information please visit www.redcross.ca/volunteer/who-is-needed Interested parties may submit their resumes, quoting **Posting ID if applicable**

The Canadian Red Cross Society Email: BCYvolunteering@redcross.ca Fax: (604) 709-6675

Annex A - Job Posting Format 5.4 - Job Postings Section 5, People Management Human Resources Policy Manual

The Canadian Red Cross Society

While we appreciate all responses, only candidates under consideration will be contacted.

Please note that relocation funding is not available for this position.

WHEN ACTION MEETS COMPASSION, LIVES CHANGE



You can empower people to live independently



VOLUNTEER NOW!

redcross.ca/volunteer BCYvolunteering@redcross.ca 1-855-995-3529

SMALL ACTS CAN CHANGE THE WORLD



You can provide support and comfort in times of need



VOLUNTEER NOW!

redcross.ca/volunteer BCYvolunteering@redcross.ca 1-855-995-3529