



Volunteer Opportunity: Newcomer Support Services

Assistant Settlement Worker -Open

Time Commitment: Minimum 3 hours per week, with a 3-month minimum commitment and potential for extension.

Location: Central Eglinton Community Centre (CECC)

CECC relies on volunteers for a range of programs, special events, and fundraising efforts.

Volunteers play an essential role in delivering services to our diverse community.

Program Description:

The Newcomer Support Services program helps citizens, refugees, and immigrants with their settlement and integration into Canadian society.

Duties:

- Assist settlement staff with session/workshop preparation and delivery
- Provide administrative support
- Conduct research on settlement services and prepare handouts
- Lead Conversation Circles and group discussions
- Set up rooms and materials for information sessions
- Confirm participant registrations
- Provide translation, interpretation

Qualifications:

- 18+ years old, Vulnerable Sector Screening required
- Advanced English skills preferred
- Culturally sensitive and detail-oriented
- Strong research and computer skills
- Responsible, punctual, and friendly
- Second language and facilitation skills are assets

Benefits:

- Make a meaningful impact in your community
- Develop communication, teamwork, and leadership skills
- Gain experience working with newcomers and diverse populations

How to Apply:

Send your resume to kvodopianova@centraleglinton.com

*In person: *160 Eglinton Ave. East The entrance to the Community Centre is the eastern door (on your right as you face the building). Look for "Central Eglinton Community Centre" written above the door*

At Central Eglinton Community Centre, we are committed to high quality programming, financial, physical, and social accessibility, volunteerism, and providing opportunities for community participation.