

General Volunteer Job Description

Role of the Volunteer

To perform tasks as requested by the Council without direct involvement with the students

Training

The 12-hour Yamaska Literacy Council Basic Literacy Tutor Workshop

Commitment

A commitment of one year (summer excluded) is requested

Hours

A total of ten (10) hours per year

Place of Work

Depending on the activity involved, the Volunteer may work at the YLC Centre, out of home or at another location

Duties

May include:

- Set-up and dismantle room for bi-yearly gatherings, the AGM
- Telephone other members as needed
- Stuff, seal and stamp envelopes for large mailings
- Produce or participate in our bi-monthly radio show on community radio
- Any other activity required by the Council