



**Centre de ressources communautaires  
RIDEAU-ROCKCLIFFE  
Community Resource Centre**

Overbrook • Forbes • Carson Grove • Manor Park  
Lindenlea • Rockcliffe • New Edinburgh

## **VOLUNTEER OPPORTUNITY**

### **EVENTS VOLUNTEER (LUMIÈRE FESTIVAL)**

**POSITION DESCRIPTION:**

To assist in coordinating and delivering a successful fundraising or special event

Days & Time:

August 24th (and 25th for clean-up)

**Different shifts are available:**

2-3 hours, 3-4 hours, 5-6 hours

**ORIENTATION & TRAINING AVAILABLE**

Day and Time to be announced when contacted

**VOLUNTEER RESPONSABILITIES:**

- Work under the supervision of the Project Officer/assistant
- Poster distribution
- Set up signage
- Set up lanterns and other equipment
- Information table
- Clean up duties

**REQUIRED EXPERIENCE/SKILLS/EDUCATION:**

- Polite and friendly – personable
- Able to work independently
- Able to take directions
- Able to stand for a significant amount of time
- Able to work with a team that consists of staff and volunteers
- Able to demonstrate empathy, respect, assertiveness and tact
- Agrees to undergo a Criminal Records Check
- Lifting equipment up to 25 lbs.
- Abilities to interact in English and/or French



**Centre de ressources communautaires**  
**RIDEAU-ROCKCLIFFE**  
**Community Resource Centre**

Overbrook • Forbes • Carson Grove • Manor Park  
Lindenlea • Rockcliffe • New Edinburgh

**BENEFITS:**

- Getting involved in the community
- Building and fostering relationships with people and businesses in our community
- Assisting Rideau-Rockcliffe Community Resource Centre to best provide for those in need
- Studies show that volunteering has various health benefits
- Building skills for a resume and future job prospects

**HOW TO APPLY:**

1. Email: [volunteer@crcrr.org](mailto:volunteer@crcrr.org)
2. Call (613) 745-0073
3. Complete application