



Address: 2100 Ellesmere Road, Suite 245, Scarborough, Ontario M1H 3B7  
 TEL: (416) 439-7111 FAX: (416) 439-6999

Email: [volcoord@scarboroughwomenscentre.ca](mailto:volcoord@scarboroughwomenscentre.ca)  
 Website: [www.scarboroughwomenscentre.ca](http://www.scarboroughwomenscentre.ca)

## Volunteer Application

Please try to complete as much of the application as possible. Any and all information and files are strictly confidential, only accessible to Scarborough Women's Centre (SWC) staff. If there are any questions regarding this application, please contact the Coordinator of Volunteers at [volcoord@scarboroughwomenscentre.ca](mailto:volcoord@scarboroughwomenscentre.ca) or (416) 439-7111 Ext. 107. Thank you for your interest in supporting SWC.

**You Can Make a Difference!** Scarborough Women's Centre is a community-based, non-profit charitable organization. The work and dedication of volunteer members is crucial to the effectiveness of the Centre. Our mission is deliver programs and services to promote positive change for women in a safe, inclusive and welcoming environment. The Centre empowers women to become economically and emotionally independent for future success and to strengthen their local communities, free from violence.

### Contact Information:

Please **print** and only provide information where it is OK for SWC to send you mail or leave you messages.

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Mailing Address \_\_\_\_\_ Apt/Suite \_\_\_\_\_ City \_\_\_\_\_ Postal Code \_\_\_\_\_

### Telephone:

Home: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Business: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

\*Email: \_\_\_\_\_ \*Alternative Email: \_\_\_\_\_

Please keep me informed of the Centre's Activities: Yes  No  Today's Date \_\_\_\_\_

\*By providing us with your email address you consent to receive email communication from Scarborough Women's Centre (SWC). This includes but is not limited to SWC's program flyer, Newsletter, AGM invitation and information on current events. You can unsubscribe at any time by selecting the unsubscribe link available within every email communication that you will receive. Please check the box if you agree.

### Volunteer History:

Agency/Org.	Position	Dates

### Employment History:

Company	Position	Date

Does your company have a matching grant program or a program that recognizes your volunteer contribution?

If yes, please describe: \_\_\_\_\_

### Education History:

School	Program	Date

**Languages:**

Spoken	Written	Read

Ability to Sign (ASL): Yes  No

**Skills/Abilities:**

<input type="checkbox"/> ESL tutoring/Education	<input type="checkbox"/> Event planning	<input type="checkbox"/> Research skills
<input type="checkbox"/> Budgeting/Finance	<input type="checkbox"/> Fundraising	<input type="checkbox"/> Photographer/Videographer
	<input type="checkbox"/> Other (Please specify)	<input type="checkbox"/> Data Entry

**General Availability:**

**Hours Per Week:**

Less than 4       4-6       7-10       Over 10

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Afternoon							
Evening							

**Please specify what hours you can be available in the boxes (e.g. 10am-12pm)**

Are you prepared to make a commitment at SWC of at least 6 months to 1 year? Yes  No

Volunteer training takes place on Monday evenings between 6:30 and 9:30 p.m. Will this fit your schedule? Yes  No

**Needs:**

Are there special needs and/or accommodations you would like us to know about?

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**Areas of Interest for Volunteering**

<input type="checkbox"/> Supportive Mentoring	<input type="checkbox"/> English conversation support
<input type="checkbox"/> Hosting	<input type="checkbox"/> Other

**Volunteering:**

Please tell us about why you would like to volunteer with the Scarborough Women's Centre:

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As a volunteer, what do you hope to gain?

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Is there any other information you would like to add?

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**How did you hear about the volunteer services with SWC?**

<input type="checkbox"/>	Coming to Centre	<input type="checkbox"/>	Community Event	<input type="checkbox"/>	School	<input type="checkbox"/>	Community Bulletin Board
<input type="checkbox"/>	SWC Website	<input type="checkbox"/>	A Friend	<input type="checkbox"/>	211	<input type="checkbox"/>	Volunteer Center of Toronto
<input type="checkbox"/>	Health Centre	<input type="checkbox"/>	A Service Provider	<input type="checkbox"/>	Flyer	<input type="checkbox"/>	Charity Village
<input type="checkbox"/>	Other (Please Explain):						

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**Connecting Back to SWC:**

Your Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Send this signed & dated application to:**  
 Coordinator of Volunteers  
 Scarborough Women's Centre;  
 2100 Ellesmere Road, Suite 245  
 Scarborough, Ontario M1H 3B7  
 volcoord@scarboroughwomenscentre.ca

**Thank You!**

## Volunteer Opportunities at Scarborough Women's Centre You Can Make a Difference!

### **DIRECT SERVICE VOLUNTEERS:**

#### **ENGLISH CONVERSATION/LITERACY TUTORS**

Tutors assist newcomer women who are registered in or who have completed an external literacy program (such as ESL OR LINC), and who are looking to improve their English conversation and literacy skills. Tutors support the practice of language skills in a comfortable, informal way to help the woman build enough confidence to be able to move forward to achieve her goals.

#### **SUPPORTIVE MENTORS**

Mentors provide support for women coping with various life challenges. They provide emotional and practical support in an empathic manner to help women address isolation and move forward in their lives.

#### **HOSTS**

Hosts ensure smooth registration and start to our educational workshops, contributing to a welcoming and safe environment for participants. They assist the Facilitator wherever possible.

### **ADDITIONAL OPPORTUNITIES:**

#### **BOARD AND COMMITTEE MEMBERS**

Board and Committee members are responsible for the overall direction of the Centre, and ensure that adequate resources are available. Board Members also participate in specific committees. These committees include Fundraising, Strategic Planning, Finance and Board Governance. Members of the Centre also participate in these committees.

#### **CONSUMER ADVISORY GROUP**

Members who have participated in any of our programs are a resource to the Program Evaluation Committee, to help improve Centre services.

April 2016

**All interested volunteers will have an intake interview to ensure the best use of your strengths. All women are encouraged to apply. We especially encourage women of colour, women with disabilities, LGBT women and women**

**in equity-seeking groups to apply. Please contact the Coordinator of Volunteers about any questions regarding the Volunteer Program.**