



# Downtown Community Centre

Victoria Cool Aid Society

755 Pandora Avenue, Victoria BC, V8W 1N9

Tel: 250-383-0076 Fax: 250-383-1639

[www.CoolAid.org/dcc](http://www.CoolAid.org/dcc) [dcc@CoolAid.org](mailto:dcc@CoolAid.org)

## Art Volunteer Positions Available

### POSITION SUMMARY

In cooperation with the Downtown Community Centre staff, the Art Volunteer is responsible for helping provide support, information and assistance to participants who attend art group.

### RESPONSIBILITIES

- Greet participants and visitors and offer art materials and instruction as required
- Field walk-in enquiries regarding the Downtown Community Centre
- Be an active listener to persons who need someone to talk with.
- Assist other program staff to ensure a safe environment for staff and visitors.
- Track and record program activities, as directed, for statistical purposes.
- Assist with set up and tear down of the art group.
- Assist in the promotion of the Community Centre and services in the community.
- Research and request up to date information that would be of use to visitors, staff, and participants.

### QUALIFICATIONS

1. Experience with and/or personal understanding of the struggles and barriers faced by people with mental health and addictions challenges.
  2. Must have the ability to provide a positive atmosphere for participants
  3. Ability to work effectively and cooperatively in a team environment.
  4. Positive and encouraging individual, who is mature, flexible and reliable.
  5. Have a genuine interest and compassion for people.
  6. Knowledge of resources and agencies that can assist our participants in creating new goals and integrating into community.
  7. Able to teach basic art skills or have an interest in learning will be considered an asset
- The successful volunteer will have a strong interest in working creatively with clients and a dedication to the success of participants and will be able to commit to one 4 hour shift per week for at least six months. Please send resume to: Gina Denis at [gdenis@CoolAid.org](mailto:gdenis@CoolAid.org)

