



VOLUNTEER – CAMPAIGN SUPPORT

North Eastern Ontario Family and Children's Services is dedicated to working together for the well-being and safety of children, youth and families through responsive programs and services that are innovative, evidence-based, and designed to meet the unique needs of those we serve. Our volunteers play an important role and contribute to the overall care and well-being of children, youth and families right here in our community.

SEEKING VOLUNTEERS FOR CAMPAIGN SUPPORT

Hearst, Kapuskasing, Moonbeam, Smooth Rock Falls, Cochrane, Iroquois Falls, Matheson, Timmins, Kirkland Lake, Englehart, New Liskeard, North Cobalt

Through the year, NEOFACS hosts and promotes a number of awareness campaigns and public engagement events (including community picnics). Volunteers can help with preparing campaign materials and media kits, attending and supporting events, distributing materials and much more.

Responsibilities:

- Typing, photocopying or assembling campaign materials;
- Preparing and distributing campaign materials (mail or delivery);
- Photocopying and faxing;
- Set-up of booths, tables, chairs, tents, etc.;
- Attending Agency events and providing support and coverage for booths/activities; and,
- Distributing promotional items, refreshments, or information packets.

Qualifications:

- Computer skills, knowledge of MS Word;
- Neat and personable;
- Non-judgmental;
- Patient and relates well to children;
- Ability to cope in a busy environment; and,
- Respect for confidentiality.

In some cases, a valid driver's license, clear driver's abstract and proof of adequate insurance are required. Volunteers are compensated for local drives.

HOW TO APPLY

Complete an [application](#) or send a resume and cover letter outlining your interest to volunteer@neofacs.org. A Volunteer Coordinator will contact you to begin the application and screening process.

For more information about Volunteering with NEOFACS visit www.neofacs.org.