



CultureLink

Host Program Volunteer Job Description

The Host Program matches immigrants and refugees with volunteers who, through friendship and mentorship, facilitate the process of settlement and integration of a newcomer into the community that is new to them.

Job Title: CultureLink Host Program Volunteer

Job Activities: The volunteer is matched with a new immigrant (individual or family) in the community. Some typical activities that the HOST volunteers carry out are:

- Meeting the newcomer regularly (we recommend at least 2 hours per week) depending on the volunteer and the newcomer's availability
- Orienting the newcomer to the community
- Assisting the newcomer to learn new skills that are useful in daily life
- Helping the newcomer access services, learn and practice English
- Assisting with job readiness or job search
- Engaging the newcomer in free or minimal cost social and recreational activities
- Expand their social network through friendship

Requirements:

- Must be a Canadian Citizen or permanent resident
- Must have at least three years life experience living in Toronto/Canada
- Must be 19 years or older
- Be firmly committed to the anti-oppression and social justice
- Adhere to Host Program procedures, policies and agreements
- Recognize and respect the diversity of Canadian society
- Involve the newcomer in decision-making about which activities to pursue
- Respect the right to privacy of the newcomer and adhere to CultureLink's confidentiality policy
- Attend the mandatory Host Program Volunteer Training (Principles of Building Welcoming Communities)
- Commit to a match period of 4-6 months
- Maintain contact and provide feedback to the Host Program Case Worker on the progress of the match. Raise any match concerns and seek Host Program Worker support when needed
- Undergo an interview, and satisfy the Police Reference Check for voluntary sector and the check of two professional and/or personal references
- Periodically attend volunteer trainings, social and volunteer events at CultureLink

Qualification and Skills:

- Friendly and unassuming
- Good interpersonal skills, including active-listening, patience, maturity and sensitivity
- Be fluent in English and have strong communication skills
- Knowledge of the local community
- Dependable, creative and flexible
- A keen interest in learning about other cultures
- Able to motivate and assist someone become self-reliant
- Professionalism (able to follow the rules of the agency and represent the agency appropriately).
- Able to provide emotional support to the newcomer as they may be going through the settlement process

Additional Assets:

- Ability to speak more than one language
- Experience in a multicultural setting or previous volunteer experience

Benefits:

- *Volunteers* have the opportunity to welcome new immigrants into their community, provide support that would be helpful in their integration and improve their own leadership skills.
- Volunteers are able to make new friends, and gain knowledge of and appreciation for the newcomer experience, other languages and cultures without having to travel to other countries.
- Volunteers have the benefit of making the match friendship an opportunity to enjoy, have fun and satisfaction of making the positive social changes.
- Volunteers get the opportunity to participate in most of the social events of CultureLink
- Get volunteer hours where necessary
- Free training sessions.

For more information on becoming a Host Volunteer, you can refer to the [FAQ of Prospective Volunteers](#)

Note: Selection of the volunteer candidates is subject to successful completion of the volunteer recruiting procedure