

Volunteer Position Description

Position Title: Social Group Facilitator

Purpose: To develop, organize, and evaluate social opportunities for members of

Responsibilities:

- Organize and facilitate social activities for agency members.
- Promote upcoming activities.
- Member outreach.
- Carry out other tasks as requested by Director.

Time Commitment:

Length of Commitment: 1 year

Estimated Hours: 4 – 8 hours a week

Work Site: Epilepsy Ottawa office and offsite as needed for social activities.

Qualifications Sought:

- Experience as facilitator.
- Experience working with vulnerable populations.
- Excellent interpersonal and people skills.
- Friendly and professional demeanour.
- Strong organizational skills.
- Ability to work independently and achieve set objectives within a designated timeline.
- Bilingualism an asset.

Benefits: The opportunity to support people with epilepsy