



**Boys & Girls Club**  
**Services of Greater Victoria**  
 A good place to be

## Volunteer Position – Specialized Project Delivery

### Community Clubs Group childcare / afterschool youth drop-in program or evening programs

Purpose / Objective	<p>Share a particular talent or skill with participants through directly delivering a specialized program within one of our existing programs.</p> <p>The general program objective is to provide a safe, supportive place for youth to engage in recreational, educational and social activities.</p>		
Location	<p>One of our four Community Clubs: Harbourside (Esquimalt), Central Saanich, Millstream and City Central</p>		
Key Responsibilities	<ul style="list-style-type: none"> <li>Plan and implement a program built around a specialized skill to enhance our existing program, either individually or as a team. This could include: pottery, woodwork, arts &amp; crafts, photography, creative media, music, language &amp; culture etc.</li> <li>Create content and method of delivery for the program suitable for children and youth aged 5-12, 10-14 or 14-17</li> <li>Consult with Program Manager over length of program and other aspects of program planning</li> </ul>		
Qualifications	<ul style="list-style-type: none"> <li>19 years old or above</li> <li>Passion for working with children and youth and sharing specialized skill</li> <li>As part of the application process you will be asked to complete a criminal record check and supply two references. Volunteers at Harbourside and Millstream Clubs will need an enhanced criminal record check and a medical note stating fitness to volunteer.</li> </ul>		
Time Commitment	<ul style="list-style-type: none"> <li>To be determined – dependent on availability, type of program, type of activity etc.</li> <li>One-off session or series of weekly sessions</li> </ul>		
Training / Support provided	<ul style="list-style-type: none"> <li>Agency and program specific orientation (as needed)</li> <li>Supervision and support from supervisor and volunteer coordinator</li> </ul>		
Benefits	<ul style="list-style-type: none"> <li>Share and develop skills and experience</li> <li>Experience personal growth, learning and rewards</li> <li>Be part of a positive change in your community</li> <li>Volunteer appreciation program, including end of year socials</li> </ul>		
Supervisor	<p>Program Manager</p>		
Contact	<p>Sarah Hancock – Volunteer Coordinator</p>		
Telephone	<p>(250) 384-9133 ext. 215</p>	Email	<p><a href="mailto:shancock@bgcvc.org">shancock@bgcvc.org</a></p>
Website	<p><a href="http://www.bgcvic.org/volunteer/info_and_application.htm">http://www.bgcvic.org/volunteer/info_and_application.htm</a></p>		