

MULTICULTURAL ASSOCIATION OF FREDERICTON VOLUNTEER OPPORTUNITIES

Volunteering with MCAF is about fostering newcomer's community awareness and their participation in community building. As a volunteer, you would be helping newcomers get used to daily life in Canada and facilitate their participation in the community or provide them with support to enhance their language skills. Some of the volunteer opportunities include:

1. MENTORSHIP SUPPORT

Whether it is through group discussions, one on one coaching, or hands-on practice, this volunteer opportunity provides the space for you to share your knowledge about your community with newcomers and also provide opportunities for newcomers to actively participate in the process of community building.

2. ENGLISH and/OF FRENCH AS AN ADDITIONAL LANGUAGE (EAL/FAL) TUTORING PROGRAM

Most ESL and FSL tutors meet with newcomer participants individually (one-on-one basis), or sometimes in small conversation groups after class. It is not required that tutors have any teaching experience or training. The newcomer you will be tutoring is most likely already enrolled in a full time English or French class; he/she just needs some extra help or an opportunity to practice what they've been learning. There is a wide array of levels and needs among the participants. Some of our participants have pretty good oral language skills, but they need help with literacy issues.

You will:

- Develop your teaching skills
- Learn more about new cultures

3. INTERPRETING / TRANSLATING

As new people arrive, there are different languages for which we have a need. You may be able to provide interpretation/translation for the immediate settlement needs of newcomers, including:

- Information sessions,
- Doctors' appointments,
- Parent/Teacher Interview, etc.

5. COMMUNITY EVENTS AND FUNDRAISING: Volunteering with our community events and MCAF fundraising events may provide you with an opportunity to: develop your community outreach skills, improve your public speaking and share the fun and energy at MCAF's events.

6. WORKING COMMITTEES / BOARD OF DIRECTORS

Ongoing committees offer the opportunity to develop a variety of skills including learning about MCAF as an organization, and expanding your understanding of the multicultural community. The Board of Directors holds its elections once per year at the AGM (Annual General Meeting), which usually occurs in the fall. To be elected to the Board, you must be a member in good standing for at least 30 days prior to the AGM. For information on membership, please contact Haruka Kudo at (506) 452-0654 or Haruka@mcaf.nb.ca

MCAF Volunteer Registration Form

Name: _____

First name

Last name

Address: _____

Street Number and name

City

Postal code

Communication means: _____

Home phone

Cell phone

Email Address

Age: 14-16 17-24 25-34 35-44 45-64 65 or above

Identified Gender: _____

Status in Canada: Citizen Landed Immigrant Other

Years in Canada: <1 year 1-3 Years 4-7 years > 8 Years

Country of Origin: _____

Languages spoken: _____

First Language

Second Language

Other(s)

Frequent mode of transportation:

City bus On foot Car Bicycle

Please indicate your area(s) of interest by putting a check mark in the appropriate box (es):

<input type="checkbox"/> Children's summer camp	<input type="checkbox"/> Professional mentor
<input type="checkbox"/> Children and Youth Program	<input type="checkbox"/> Program/Workshop assistance
<input type="checkbox"/> Data Entry and Clerical work	<input type="checkbox"/> Reception
<input type="checkbox"/> Fundraising	<input type="checkbox"/> Tax return
<input type="checkbox"/> Community Garden	<input type="checkbox"/> Translation
<input type="checkbox"/> Information Booth	<input type="checkbox"/> Tutoring (<input type="checkbox"/> Group <input type="checkbox"/> Individual)
<input type="checkbox"/> Interpretation	<input type="checkbox"/> Men's program
<input type="checkbox"/> One time events	<input type="checkbox"/> Women's program
<input type="checkbox"/> Other (Please specify)	<input type="checkbox"/> Seniors' program

Time availability:

<input type="checkbox"/> Weekday	<input type="checkbox"/> Weeknight	<input type="checkbox"/> Weekend	<input type="checkbox"/> Summer vacation
<input type="checkbox"/> Holiday's (specify)			
<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Evening	

Source of referral:

<input type="checkbox"/> Friends and Relatives	<input type="checkbox"/> Media	<input type="checkbox"/> Other _____
<input type="checkbox"/> Self applied	<input type="checkbox"/> Service recipient	

Past or present occupation: _____

Skills/Abilities/Hobbies: _____

Volunteer Experience:

Period:	Agency:
Nature of work:	

In your opinion, why do newcomers come to Canada?

What are some of the problems that refugees and immigrants experience when settling in Fredericton / adapting to a new society?

Please attach a current resume and two character references

Indicate family members who will be involved with your match or be interested in joining the Community Connections program?

Name: _____ **Gender:** _____ **Age:** _____

Current Occupation: _____ **Email:** _____

Children's Names: _____ **Gender:** _____ **Ages:** _____

Feel free to provide any additional information about yourself or your family which you think may help us in matching you with a newcomer (ie: disability, religion, etc):

Volunteer Agreement

I understand that the newcomer/volunteer relationship should be based on respect, equal partnership and shared participation in activities. Participation by both volunteer and newcomer is voluntary and either have the right to terminate the relationship at any time.

As a volunteer with the Community Connections Program, I understand and agree to the following:

1. Barring any unforeseen circumstances, I will do my best to maintain a commitment to the program for a minimum of six months to one year.
2. I will maintain weekly contact with the newcomer with whom I am matched, or ensure that any other members of the volunteer team are in communication if I am unable to do so.
3. I will communicate with the Program Coordinator approximately once per month, to keep them updated regarding the match.
4. I will not use the Community Connections Program as a means of pursuing a romantic or sexual relationship.
5. I will not use this relationship to promote any religious or political beliefs that I may hold, nor will I use this relationship for any personal financial gain.
6. I understand that I may provide input into which newcomer I am matched with, but that ultimately all match selections must go through the Program Coordinator. I will not self-match with other newcomers once I am in the Program.
7. I will, at all times, respect the right to privacy of the individual or family with whom I am matched. I will treat any personal information about the newcomer with confidence and not disclose such information without their permission.
8. I understand that the Program is not liable for any injury or mishap which may befall me in the course of carrying out my responsibilities for the program.
9. I understand that I must notify the on duty staff/volunteer coordinator if I have special conditions (medical, physical, and other) which may influence me performing the assigned duties.

Signature

Date

For volunteers less than 16 years of age:

I agree to give permission for my children to participate in volunteer activities for MCAF and to receive emergency treatment, if necessary. I hereby release the Multicultural Association of Fredericton from all claims arising from any accident, loss, injury which are caused by or arising from such participation or treatment.

Parent/Guardian name: _____

Telephone number: _____

Signature: _____

Date: _____

For office use only:

Staff: _____

Registration date: _____

Program: _____

Initial assigned duties: _____

RIGHTS FOR VOLUNTEERS*

1. THE RIGHT TO BE TREATED AS A CO-WORKER
 - Not just free help
2. THE RIGHT TO A SUITABLE ASSIGNMENT
 - With consideration for personal preference, temperament, life experiences, education, employment background and available time.
3. THE RIGHT KNOW AS MUCH AS POSSIBLE ABOUT THE AGENCY OR SERVICES
 - Its policies, its people, its programs.
4. THE RIGHT TO PREPARATION FOR THE JOB
 - Orientation that is thoughtfully planned and effectively presented
5. THE RIGHT TO CONTINUING TRAINING ON THE JOB
 - Follow-up to initial orientation: information about new development and training for greater responsibility.
6. THE RIGHT TO SOUND GUIDANCE AND DIRECTION
 - by someone who is experienced , patient, well informed and thoughtful, and who has a time to invest in giving guidance.
7. THE RIGHT TO BE HEARD
 - to have a part in planning, to feel free to make suggestions, to have respect shown for an honest opinion.

*From The Volunteer Service Procedure Manual, Ministry Of The Solicitor General Alberta.