

POSITION TITLE:

Walk for Parkinson's- Event Volunteer

GOALS FOR THE ROLE:

This position will work in conjunction with PSSO staff and the Volunteer Planning Committee to support the annual Walk for Parkinson's in their community. The event volunteer will arrive at the designated walk location in their geographical area and will participate in various tasks that support the overall success of the event. This event will not only raise awareness about Parkinson's, but also strengthen the community connection to Parkinson Society Southwestern Ontario.

IMPACT OF THE ROLE:

- Supporting PSSO staff with planning the organization's largest annual fundraising event.
- Supporting the growth and development of all departments at PSSO.
- Providing a safe, fun, and inclusive community event for participants and volunteers.
- Fostering a welcoming and inclusive environment, while raising awareness about Parkinson's in the community.

DUTIES & RESPONSIBILITIES:

- To act as a representative of Parkinson Society Southwestern Ontario.
- To participate in the Walk for Parkinson's Volunteer Information Session & Live Q & A.
- To collaborate with PSSO staff and planning committee ensure the overall event needs are supported.
- To attend the Walk for Parkinson's and support event logistics alongside other event volunteers.
- To arrive on-time on the day of the event, and be willing to provide support with various tasks.
- To arrive prior to the event to set-up, and prepare to stay after the event for clean-up.
- To complete tasks such as; greeting, registration, entertainment, food & beverage, parking, walk route, prizes, auction, children's activities, exercise warm-up leaders, etc.
- To adhere to the Parkinson Society Southwestern Ontario Volunteer Policies and Procedures.
- To communicate directly with the PSSO staff and Planning Committee members during the event.

- To ensure that electronic Volunteer Feedback Survey is completed after the event has finished.
- Document all hours of volunteering using the volunteer portal “My Impact Page,” which should include all time spent meeting, planning, and preparing for the walk.

TIME REQUIREMENTS:

- 6-8 hours
- Annual Event- Once per year

LOCATION:

Location will vary depending on the city/town in Southwestern Ontario, details will be shared with volunteer.

WORK ENVIRONMENT:

- In-Person, outdoor weekend event
- Team Oriented role with support from PSSO staff and Volunteer Planning Committee

SKILLS & QUALIFICATIONS:

- Interest in supporting those directly or indirectly impacted by Parkinson’s.
- Enthusiastic and flexible.
- Excellent organizational skills with the ability to prioritize diverse work-load.
- Ability to take initiative and work independently, but function well as a team player.
- Demonstrates sensitivity and compassion with both active listening and communication skills.
- Will seek and accept guidance and feedback as appropriate from PSSO staff.

ADDITIONAL ASSETS:

- Experience with supporting fundraising events.
- Previous experience with supporting the Walk for Parkinson’s (event or committee).

ORIENTATION:

Every new volunteer will participate in the Walk for Parkinson’s- Volunteer Information Session to learn more about the event and the volunteer roles associated. The volunteer will also have the opportunity to meet and connect with the Special Events Coordinator, Community Engagement and Volunteer Coordinator, and Planning Committee members in a live Q&A session prior to the event.

SUPERVISION:

Special Events Coordinator

VOLUNTEER BENEFITS:

- Team atmosphere, annual event
- Minimal hours of commitment
- Local opportunity, close to home
- Build leadership, organization, and communication skills

HOW TO APPLY:

New volunteers are encouraged to complete a Volunteer Application by visiting the link below-

<http://bttr.im/7gu3w>

For more information, please contact

info@pssso.ca

1-888-851-7376