

‘On the Table Event’ – Event Support Volunteers

Overall Purpose

Reconciliation Canada is seeking a team of individuals interested in greeting, welcoming, registering participants at the **‘On the Table’** event (Thursday, September 13th, 2018), taking notes during the event and helping out with wrap-up and takedown.

Reconciliation Canada, in partnership with Vancouver Foundation, will be hosting an **‘On the Table’** event to reflect on the spirit of reconciliation and the role it plays in our sense of belonging. ‘On the Table’ will create space for individuals to explore reconciliation, in order to embed the notion of Namwayut (We are all one) into their relationships and communities.

Deliverables & Duties

- Assist with event venue set-up and takedown
- Register participants at the ‘On the Table’ event
- Provide directions and event information to event participants
- Participate as note takers during the event
- Establish and maintain a friendly and welcoming atmosphere

Skills & Experience

- Experience working in a customer service environment
- Outgoing and comfortable engaging members of the public
- Professional verbal communication skills
- Comfortable working in a fast-paced environment

Event Date: Thursday, September 13, 2018

Shift Time: 12:00pm – 5:00pm (training time - 12:00pm-1:00pm)

Location: North Vancouver City Library (120 W 14th St, North Vancouver, BC V7M 1N9)

Reports to: Director of Program Development

Benefits & Recognition

- Personally contribute to the reconciliation process
- Meet and work with like-minded people on a common goal of importance to our nation
- Inspire positive change and make a difference to the future of Canada

To apply, please send your cover letter and resume at volunteer@reconciliationcanada.ca by Friday, August 31st, 2018

Together, we can achieve a shared understanding, shared resilience, and a shared tomorrow.