

## World Suicide Prevention Day Committee Volunteer

### **Position Objective:**

Waterloo Region Suicide Prevention Council is seeking volunteers for the World Suicide Prevention Day Committee. This position will support the planning and coordination of WRSPC's annual World Suicide Prevention Day event on September 10<sup>th</sup>.

### **Tasks and Responsibilities:**

Tasks may include:

- Planning (e.g. location and venue selection, planning activities, designing activity kits etc.)
- Fundraising (e.g. reaching out to local businesses to donate supplies for Community BBQ)
- Marketing and Promotion (e.g. designing print and digital marketing materials, delivering posters to community organizations and local businesses, promoting the event on social media and in your community).
- Event Coordination/Facilitation (e.g. helping to set up and tear down for the event, running one of the activities, taking photos or videos of the event).

### **Position Qualifications:**

Age Requirement: 18+

Areas of Interest: Suicide Prevention/Postvention, Community Building, Event Coordination, Marketing, Boards/Committees.

Skills: Community Knowledge/Awareness, Time Management, Decision-Making and Prioritization, Marketing Knowledge/Skills, Accessibility Awareness, Team Player.

### **Screening Requirements:**

Potential volunteers must meet the following screening criteria:

- Completed Volunteer Application Form
- Two completed reference checks. References must be of a professional nature (i.e. work or volunteer experience), and may not be a relative of the volunteer applicant.
- Criminal Record Check

### **Training/Work Conditions:**

Training Details: Committee volunteers will be required to participate in WRSPC's volunteer onboarding program. Volunteers must complete all training before starting their position.

Work Conditions: The World Suicide Prevention Day committee will meet monthly during the planning process, which typically takes place between April and September of each year. Additional communication will take place via email. Committee members may meet more frequently in the weeks leading up to the event. Committee members agree to volunteer at the event and commit to one wrap-up meeting following the event.

**Time Commitment:** Committee members will agree to a time commitment of approx. 6 months, and agree to volunteer during the event on September 10<sup>th</sup>, for approx. 5 hours.