

Position:	FVC – Young Leader Volunteer Position
Department:	Fundraising/Communications
Commitment Requested:	1 year minimum
Estimated Hours Per Week:	3-5 hours per week (includes 1 FVC- monthly meeting, 1 leadership committee meeting per month)
Estimated Meeting Times:	TBD
Locations:	Zoom & 800 Bay St
Supervisor:	Diane Janzen
Application Deadline:	Feb 12, 2024

Fred Victor is a not-for-profit, multi-service community-based organization that has assisted people living on low incomes in Toronto for over 125 years. We work in partnership with women and men from diverse backgrounds who face poverty, homelessness, mental health issues, addictions, and/or social isolation to address their needs and hopes and advocate for a more equitable society. Please see our website at www.fredvictor.org.

Fred Victor works with a highly diverse population of people and upholds the values of respect, choice and inclusion.

Goals and Objectives:

FVC – Young Leaders is a new volunteer committee of young people (16-35 years old) at Fred Victor. The FVC – Young Leaders support Fred Victor’s advocacy efforts and fundraising and work together to promote the achievement of Fred Victor’s strategic plan. This is a great opportunity for individuals who would like a better understanding of how a non-profit organization works, who are interested in gaining experience participating in a leadership committee and are enthusiastic about having the opportunity to create educational content and events to generate awareness about homelessness, poverty and mental health within the City of Toronto. The goals and objectives the committee sets out to accomplish are to create a like minded community of young adults eager to lead change in the shelter, supportive, and affordable housing sector, to provide committee members with the opportunity to connect with Fred Victor management and staff, and to give committee members opportunities to lead and participate in on-going FVC initiatives (e.g., fundraising, marketing, advocacy).

Responsibilities and Job Specifications:

Attend monthly FVC – Young Leader meetings and work independently and collaboratively with other committee members to meet established goals. FVC – Young leaders are encouraged to attend Fred Victor Events such as Fred’s Walk, Street Eats and Taste of Regent Park. This volunteer position involves working with donors, Fred Victor stakeholders and staff. Young Leaders also have the option to sit on a leadership committee alongside Fred Victor staff and Board Members. The ideal candidates are passionate about generating awareness about poverty and homelessness, finding creative ways to support events, interested in helping build

capacity and ultimately want to make the world a better place.

Qualifications and Skills:

The qualified candidates have a good sense of judgement, are responsible, possess a strong work ethic and can work independently and collaboratively. An average weekly commitment of 3 hours is anticipated.

Experience/Skills in the following areas is of particular interest:

- Personal lived experience or connection to homelessness, poverty and/or mental health
- Strong communication, organizational and planning skills
- Experience and/or interest in building experiences for young people around the issues of homelessness and poverty
- Proficiency with technology and social media platforms. At this time, we are looking for one or two people to support the communications and social media group within the FVC – Young Leaders Committee
- Experience or understanding of social justice issues (eg. homelessness, mental health, food security etc.) and non-profit work
- Strong advocacy and communication skills

Working Conditions:

Meetings via Zoom with occasional onsite meetings and attendance at FVC event locations in the City of Toronto

Disclaimer:

This position description indicates the general nature and level of work expected. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required by the volunteer. Volunteers may be asked to perform some or all of these duties based on readiness and training. This is a relatively new volunteer committee and we want the FVC – Young Leaders to provide feedback in the development of this committee.

Application:

Please submit a resume and short cover letter in one document indicating why you are interested in this volunteer position. Assistance in the preparation of your resume or application can be provided upon request.

Please send via e-mail with “FVC Young Leaders” in the subject line to:

Diane Janzen
Senior Manager of Community Engagement
djanzen@fredvictor.org

NO PHONE CALLS OR FAXES.

Proof of Covid-19 Vaccinations is required to participate on the FVC Young Leader Committee as per Fred Victor’s COVID Vaccination Policy

All Internal and External job applicants, student placements and volunteers must declare their vaccination status in their job applications—whether they have been fully or partially vaccinated. All candidates offered a position with Fred Victor Centre from September 30, 2021 onward must be fully vaccinated and provide proof of their vaccination as a condition of employment. Fred Victor Centre will comply with its Human Rights obligations and accommodate employees who are legally entitled to accommodation.

We strive to foster a workplace that reflects the diversity of the community we serve and welcome applications from all qualified candidates; however, only those selected for an interview will be contacted.

Fred Victor is also committed to developing an inclusive, barrier-free selection process and work environment. If contacted, please advise the hiring manager if you require any accommodation measures to ensure you will be interviewed in a fair and equitable manner. Information received relating to accommodation requests will be treated with confidentiality.