

OSCC55+ Volunteer Virtual Tech

Location

- Remotely (virtually) or in Branch (TBD)

Oversights

- The OSCC55+ is looking for skilled tech savvy volunteers to assist in the success of their “Stay Active Stay Connected” Grant initiative. The intent of this grant is to reduce social isolation and bring online programs to our partnered communities.

Position Description

- Successful applicants will assist in connecting seniors in partnered communities as well as in Oshawa to OSCC 55+ and SASC online programs. Volunteers will also be asked to work with the grant supervisor and other staff members to assist in the delivery of successful online programs, assist seniors in connecting to virtual programs among other tasks.

Hours Required

- Flexible and variable hours

Duties

- Provide 1:1 mentorship/training to participants looking to access online programs and courses
- Coach and educate participants to download and use zoom to access online programs
- Deliver personalized instructions to each participant that you are assigned
- Guide seniors through finding appropriate program materials on oscc.ca website and SASC portal
- Assist in cohosting online programs
- Represent the organization in a professional manner
- Other duties relating to tech assistance.
- Must maintain complete confidentiality of client information
- Work in a team environment in cooperation with staff and volunteers
- Wear OSCC Volunteer identification nametag
- Abiding by the OSCC 55+ volunteer policies and procedure

Training & Qualifications

- Prior experience using computers, tablets, etc.
- Prior zoom or skype experience
- Prior experience with seniors in a volunteer or working capacity
- Previous work experience with computers is considered an asset
- Well organized, patient and excellent communication skills
- Must sign a statement respecting confidentiality
- Attend a formal OSCC55+ volunteer orientation
- Must be willing to work in cooperation with OSCC55+ staff

Benefits

- Sharing skills; helping others
- Gain valuable teaching experience
- Opportunity to contribute to the success of the New Horizons grant and support goals of age-friendly communities across Ontario

Contact

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