



VOLUNTEER ROLE DESCRIPTION

POSITION:	Tech-Savvy Seniors Program Instructor
AVAILABLE POSITIONS:	1-2 Volunteers
EFFECTIVE DATE:	April 7, 2025
DEPARTMENT:	Recreation
REPORTS TO:	Seniors Coordinator

OBJECTIVE

The Tech-Savvy Seniors Program volunteers empower seniors to learn how to use their smart phones, tablets, and laptops.

OVERALL GOALS FOR THE POSITION

1. Enable the seniors in our community to be better connected through better use of technology.
2. Increase seniors' online safety.
3. Empower seniors by providing tools and resources for self-learning.
4. Create a welcoming and inclusive environment where seniors can come together to build social connections and learn from each other.

ROLES AND RESPONSIBILITIES

1. Teach seniors how to use their smart phones, tablets, and laptops through instructional classes.
2. Design and facilitate short power point presentations and/or workshops to introduce different topics. Topics might include how to create an email account, how to attach files, how to share photos, etc.
3. Teach seniors how to access resources for self-learning.
4. Encourage participants to help each other to build a sense of community and friendship.

REQUIREMENTS:

- Must be ages 16+
- Must obtain a Criminal Record Check with Vulnerable Sectors Clearance prior to starting (online link or request letter will be provided)

ROLE PARTICULARS

- Be available for the Tech-Savvy Seniors Program at Wesbrook Community Centre on Mondays from 1:45 – 3:00pm. (Time and date may be negotiable.)
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- This is an excellent opportunity for friends to volunteer together.

Please send a letter of interest to: martha.bloem-reddy@myuna.ca.

Application Deadline: April 1 or until filled.