

## **(Community) Chapter Programs & Education Lead**

Volunteers play an integral role in delivering our promise of finding cures for Crohn's disease and ulcerative colitis and improving the lives of Canadians living with these chronic diseases. As a volunteer with Crohn's and Colitis Canada, the impact of your efforts will be felt by the millions of Canadians affected by Crohn's or colitis today, and for years to come.

We are seeking individuals who are passionate about making a difference in their community to join our team of dedicated volunteers in the role of **(Role Title)**.

**Select one of A or B whichever applies to the volunteer role, and delete the other:**

**(A) This is a virtual volunteering opportunity.**

**(B) This role involves in-person interactions.** Crohn's and Colitis Canada encourages volunteers and community members to be fully vaccinated against COVID-19 as defined by their local or provincial Public Health authorities. We take the health, safety and well-being of our volunteers seriously, especially in light of the fact that people with Crohn's disease and ulcerative colitis may have compromised immune systems, which is why we continue to follow the guidance of local Public Health authorities.

### **Are you the right fit to join our team as a (Community) Chapter Programs & Education Lead?**

As the Programs & Education Lead, you will provide support to the Chapter, including:

- Work closely with staff partner and Chapter Executive to identify and plan the delivery of programs and education within the local community
- Work closely with Community Outreach Lead to identify external opportunities to share Crohn's disease and ulcerative colitis resources and education (i.e. lunch & learns, webinars, etc)
- Assist with the dissemination of Crohn's and Colitis Canada materials, resources and program information, including local GI offices, Infusion Centres and other health-care professionals to promote, recruit and implement national programs (Gutsy Peer Support, Scholarship, etc)
- Lead the planning and delivery of education presentations at Chapter meetings, including guest speakers, use of available resources and identification of in-demand topics to staff partner
- Where applicable, support the promotion and delivery of Education Symposia events locally

#### **Time Commitment:**

- 1-3 hours per week for ongoing support and liaison with staff partner, Chapter volunteers
- Evening and weekend activity is required to attend Chapter meetings and capture high traffic times. Some daytime availability is ideal for liaison with staff partner (phone calls, emails)
- This role requires a commitment of a minimum of 1 year

#### **What you bring:**

- Experience with event logistics and planning and education. Strong ties within the local community are an asset. Background in Health Care, Teaching, Event Planning or related profession is ideal. Awareness of the Crohn's and colitis community and their needs is an asset.
- Strong communication skills, both verbal and written and managing various relationships (speakers, venues, etc)
- Excellent attention to detail, well organized and responsive to timely needs and opportunities
- Ideally, experience in a Chapter volunteer role

#### **What we offer:**

- A community of support, a dedicated staff partner, team of peers and role-specific training

- An opportunity to use and grow professional skills, expand your network
- A hands-on chance to make a meaningful difference in the lives of people living with Crohn's and ulcerative colitis in your community

**Crohn's and Colitis Canada commits to supporting you in your role and to providing an engaging volunteer experience. Your feedback is appreciated- [volunteer@crohnsandcolitis.ca](mailto:volunteer@crohnsandcolitis.ca)**