

Seniors One Stop (SOS) – Tech Specialist Volunteer

Position Description

Volunteer connects with SOS clients virtually or in person (as needed) to assist them with the basic functions of their phone or computer. This may include text, email, and some online activities including use of search engines, setting up social media, or how to connect with family members using Skype or Facetime. Volunteer works with clients to the best of their knowledge and refers to other community resources if they are unable to assist them. Good records should be kept for maintaining stats for agency.

Reports to Seniors One Stop Coordinator

Time Commitment

Flexible for up to 1 to 2 hours a week as needed. Minimum one year commitment.

Skill & Education Requirements

Very flexible role as needed for 1-2 hours per week but able to respond to client within a couple of days remotely if necessary. This role could be in addition to other SOS duties. Minimum one year commitment.

Language Requirements: S=SPEAK R=READ W=WRITE

English is required S R W

Additional languages are an asset.

References

Two references, other than family, are required unless already an NSCR Volunteer.

Criminal Records Check Requirements

A Criminal Records Check and a Vulnerable Sector Check is required through the Ministry of Justice.