**POSITION NO: DATE APPROVED:**

**DEPARTMENT:**

**DIVISION:**

**STATUS: Flexible**

**LOCATION:**

**HOURS/WEEK:**

**REMUNERATION: No remuneration will be received for a volunteer position**

**OBJECTIVE OF VOLUNTEER POSITION**

Xxxxxxxxxxxxxxxxxxxxx

* XXXCCXXX
* XXXXXXXX

**KEY RESPONSIBILITY AREAS**

Xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx

* Xxxxxxxxxxxxx
* Xxxxxxxxxxxxx
* Xxxxxxxxxxxxx

**ORGANISATIONAL RELATIONSHIP**

**Reports to:** XXXXXXXXXXXXXXXXX

**Internal Liaison:** XXXXXXXXXXXXXXXXXXXXX

**A. ACCOUNTABILITY AND EXTENT OF AUTHORITY**

The volunteer is responsible and accountable for:

* Xxxxxxxxxxxxxxxxx
* Xxxxxxxxxxxxxxxxx
* Xxxxxxxxxxxxxxxxx
* xxxxxxxxxxxxxxxxx

**B. JUDGEMENT AND DECISION MAKING**

The volunteer must be able to:

* Remain calm and make contact with volunteer coordinator in an emergency situation
* XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

**C. SPECIALIST SKILLS AND KNOWLEDGE**

The volunteer must have:

* Xxxxxxxxxxxxxxxxxxxxxxxxxxx
* Xxxxxxxxxxxxxxxxxxxxxxxxxxx
* Xxxxxxxxxxxxxxxxxxxxxxxxxxx

**E. INTERPERSONAL SKILLS**

The volunteer must have:

* Xxxxxxxxxxxxxxxxxxxxxxxxx
* Xxxxxxxxxxxxxxxxxxxxxxxxx
* Xxxxxxxxxxxxxxxxxxxxxxxxx

If you are interested in this Volunteer position, please contact **<Contact Name>** at **<Contact No>** or email **<Contact Email>.**