

Drop-In Assistant Volunteer

Position Title: Drop-In Assistant Volunteer	
Supervisor Name: Fernando Lusvarghi	
Main CDI Location for Placement: Parkdale-High Park Ontario Early Years Child and Family Centre	
CDI Program (if applicable): Healthy Child Development (Parkdale OEYCFC)	
Days & Times of Placement: Mon.: 9am-12pm; 1-4pm; 4-6pm (every other week) Tues., Thurs., Fri.: 9am-12pm; 1-4pm Wed.: 1-4pm; 4-6pm Sat. (every other week): 9am-12pm; 1-4pm <i>*please note that volunteers are asked to arrive 15 minutes before their scheduled start to help with setting up and snack preparation*</i>	
Start Date: TBD	End Date: TBD

Purpose of the Position:

To provide assistance in supervising and interacting with infants, toddlers and pre-school and to support the planning and carrying out of fun and safe activities for children and parents/caregivers in Child Development Institute's Ontario Early Years Child and Family Centre.

Skills Required:

- Interest in working with infants, toddlers and pre-school aged children and their parents/caregivers
- Interest or experience in participating/ facilitating games, arts, crafts, exercise activities and music with children
- Must present yourself as mature and a positive role model for the children
- Reliable, friendly, patient, non-judgemental and non-discriminating
- Energetic, creative and committed to the Early Years Centre philosophy

Key Responsibilities:

- Assist the Family Resource Worker in supervising and interacting with infants, toddlers and pre-school children and parents/caregivers
- Assist in the planning and carrying out of fun and safe games, crafts, activities, songs and outings for the children and parents/caregivers
- Provide support in setting up the space, preparing snacks, interacting with children, families and caregivers, and cleaning up

- Promote healthy and appropriate interactions between the children and adults in the program

Program Times:

- Monday to Friday: 9am – 4pm

Commitment:

In the interest of the clients who we serve, volunteers are expected to make a commitment to volunteer for 3 hours per week for a minimum of 3 months.

Orientation/Training:

Orientation: Dates TBD

In addition to providing all volunteers with a formal orientation prior to the start of involvement with Child Development Institute, we provide monthly learning sessions for volunteers, students and employees.

Supervision:

Fernando Lusvarghi (Volunteer Coordinator)

Parkdale-High Park Ontario Early Years Child and Family Centre

(416) 762-3700 ext. 24

flusvarghi@childdevelop.ca

Evaluation:

Child Development Institute evaluates volunteers annually in June. Volunteer receive their evaluation via mail unless an in-person meeting is requested. All mailed evaluations will be sent by August 31st.

Due to the high volume of applicants, please note that only those candidates selected for an interview will be contacted.

[Click here to fill out the online volunteer application form](#)