



## VOLUNTEER JOB DESCRIPTION

<b>POSITION TITLE:</b> Prenatal Nutrition and Support Program Volunteer	<b>SUPERVISOR</b> Admin Supervisor-Health Promotion
<b>DATE PREPARED:</b> April 2023	<b>OTHER DIRECTION RECEIVED FROM:</b> 5Ps Family Support & Outreach Worker and 5Ps Program Coordinator

### POSITION SUMMARY:

This program provides nutrition-based information for pregnant women with babies up to 6 weeks old. Information and support are provided by nurses, program support workers, dietitians, settlement workers, and mental health counselors among other health and social service professionals.

Volunteers assist staff in the program and provide support to parents and babies living in the Parkdale community.

Volunteers report to: Admin Supervisor – Health Promotion

Please note that we request a minimum 6-month commitment from all volunteers.

### RESPONSIBILITIES:

- Assist with welcoming arriving program participants, help them sign in, and get settled
- Introduce newcomers to staff, other participants and to the resources in the room
- Help with the room set-up and clean up
- Help with the preparation and distribution of take-away snacks
- Help with the preparation and distribution of food bank hampers
- Provide assistance in childcare room, when needed

### QUALIFICATIONS:

- Criminal Police Check essential
- Ability to work with diverse community members of Parkdale
- Strong communication skills

### HOURS:

Volunteer services for this position are required at Queen/Roncesvalles on Thursdays from 12:30pm - 3:30pm. Interested candidates can contact Tricia Williams: [twilliams@pqwchc.ca](mailto:twilliams@pqwchc.ca).