



Volunteer with us at the Wood Buffalo Regional Library

Wood Buffalo Regional Library is looking for a bilingual, French speaking volunteer to join our Community Services Team!

French Community Services Volunteer

Requirements:

- High School Diploma
- Must be 18yrs+

Schedule:

- Every Wednesday from 10:00am-12:00pm.

Required Skills:

- Must be fluent in speaking, reading and writing in both French and English
- Strong initiative; able to carry out tasks efficiently with minimal supervision
- Creative, organized and task-oriented
- Comfortable dealing with the public, works well with others

Duties for this position will include:

- Duties include, but are not limited to, assisting with preparation of French programs, events, activities, games and crafts; as well as supporting Community Services staff member in facilitating French programs and events.

Additional Requirements:

- The successful candidate will be required to provide a Vulnerable Sector Check conducted by the RCMP

Please be advised, all volunteer positions with the WBRL require a Vulnerable Sector Check from the RCMP. Selected candidates that will receive a Vulnerable Sector Letter from the WBRL to have the \$15 fee waived.

Application forms can be accessed online at wbrl.ca/about/volunteers or at the Circulation Services Desk on the Main Floor of the Library.

For more information, or if you have any further questions, please contact Calvin Pitt – Volunteer Coordinator at calvin.pitt@wbrl.ca or 780-743-7806.

We appreciate the interest of all applicants; however, only those individuals selected for interviews will be contacted.



**Wood Buffalo Regional Library
Volunteer Application Form**

**French Community Services Volunteer (18yrs+)
Community Services Department**

Requirements: Every Wednesday 10:00am-12:00pm.
Must be fluent in speaking, reading and writing in French.

Please print clearly.

1. Name: _____

2. Address: _____

City: _____ Postal Code: _____

3. Telephone #: _____ Cell #: _____

4. Email address: _____

5. Gender: Male Female

6. Emergency Contact: _____ Contact #: _____

7. What do you want to gain from volunteering with the Wood Buffalo Regional Library?

8. Past volunteer experience (including any that involve using French):

9. Date available to start: _____

Signature: _____ Date: _____

Thank you for applying as a volunteer with the Wood Buffalo Regional Library. We appreciate the interest of all applicants; however, only those who meet the required qualifications will be contacted.

Please be advised, all volunteer positions with the Wood Buffalo Regional Library require a Vulnerable Sector Check from the RCMP. Candidates that are selected will receive a Vulnerable Sector Letter from the Wood Buffalo Regional Library to have the \$15 fee waived.

This personal information is being collected under authority of the Libraries Act and will be used to contact applicants when volunteer opportunities arise. The information collected is protected by the provisions of the Freedom of Information and Protection of Privacy (FOIP) Act. If you have any questions about the collection of this information, contact our FOIP Coordinator at 780-743-7800.