



Conversation Circles (Language Skills Volunteer)

ORGANIZATION

Regina Open Door Society

LOCATION

Regina, SK

REPORT TO

Volunteer Services

DURATION

Tuesday & Thursday
from 5:00-7:00 PM,
ideally at least 3 months





Program Descriptions

The **Regina Open Door Society RODS** is a non-profit organization that provides settlement and integration services to refugees and immigrants in Regina. **RODS** is committed to meeting the needs of newcomers by offering programs and services that enable them to achieve their goals and participate fully in the broader community.

The **Regina Open Door Society** is committed to fostering a work environment that values diversity, equity, and inclusion. We actively seek candidates who share these values and contribute to our diverse community. Our aim is to eliminate barriers to employment, ensuring that all qualified individuals have the opportunity to join our team. Our facilities are fully accessible, accommodating the needs of all individuals.

We are located in the **City of Regina on Treaty 4 land**, which is recognized as the traditional territory of the nêhiyawak/Cree, Nahkawē/Saulteaux, Anihšīnāpēk, Dakota, Lakota, Nakoda, and the homeland of the Métis Nation.

Purpose of Assignment

The purpose of the **language skills volunteer** position is to provide essential language **support** to **refugees** and **newcomers** to Canada and assist them to overcome language barriers and effectively integrate into Canadian society. By assisting participants in improving their **English** language proficiency, volunteers play a crucial role in enhancing their ability to communicate, access education and employment opportunities, and navigate daily life in their new community.

Activities and Responsibilities

- Conduct one-on-one or small group language sessions with newcomers.
- Develop lesson plans and learning materials tailored to the language proficiency level and specific needs of participants.
- Facilitate conversations to improve speaking and listening skills, focusing on everyday communication scenarios.
- Assist participants in improving their reading and writing skills through structured activities and exercises.
- Provide feedback and encouragement to motivate participants in their language learning journey.
- Foster a supportive and inclusive environment that promotes cultural exchange and understanding.
- Collaborate with program coordinators to track participant progress and adjust teaching methods accordingly.
- Attend volunteer training sessions and meetings as required.

Skills, Experience and Qualifications

Required

- 18 years of age or older.
- Patience, empathy, and cultural sensitivity.
- Excellent interpersonal skills to build and maintain positive working relationships.
- Reliable, responsible and an effective communicator who enjoys interacting with people of all ages.
- Highly organized and the ability to problem solve with sound judgement.
- Ability to work independently and as a team member.
- Previous experience in teaching, tutoring, or working with diverse populations is preferred but not required.
- Commitment to promoting inclusivity and diversity.

Desired

- Ability to communicate in other languages is an asset.



Screening



Initial interview and reference check required.



Criminal Record and Child Abuse Registry check required.



Site Access Status required.

Time Commitment

All volunteers assigned to this role must commit to a **minimum of 2 shifts** a month or **4-8 hours per month** or 50 hours per year. Hours are not limited to only one particular assignment. Hours from a variety of assignments may be combined.

Shifts

Tuesday 4:30 PM -6:30 PM In-Person

Thursday 4:30 PM – 6:30 PM Online/Zoom

Flexible - if the scheduled shift does not meet your needs, contact Volunteer Services

Benifits

- Opportunity to make a **meaningful impact** in the lives of refugees and newcomers.
- Gain valuable teaching and cross-cultural **communication experience**.
- Enhance your interpersonal and **leadership skills**.
- Contribute to building a more **inclusive** and **welcoming community**.

How to Apply

If you are passionate about supporting refugees and newcomers in Canada and have the skills and dedication to make a difference, we encourage you to apply by filling up the following form Volunteer Program « **Regina Open Door Society (RODS)**. We thank all applicants for their interest.

Regina Open Door Society is committed to diversity and inclusion and encourages applications from all qualified individuals, including those with diverse backgrounds and those with disabilities. Accommodations are available upon request for candidates taking part in all aspects of the recruitment process.



rods.sk.ca