

## IMMIGRANT ADVISORY BOARD MEMBER

<b>Position Summary:</b>	Support the Whistler Welcome Centre and its staff by advising on what services and programs are required by immigrants and newcomers in Whistler. Support the Whistler Multicultural Festival planning, budgeting and delivery processes.
<b>Reports to:</b>	Program Coordinator
<b>Roles and Responsibilities:</b>	<ul style="list-style-type: none"> <li>• Identify and help develop strategies to address issues facing newcomers and immigrants in Whistler</li> <li>• Approve annual budget for Whistler Multicultural Network</li> <li>• Provide input to Whistler Multicultural Festival planning and help recruit volunteers</li> <li>• Recruit potential board members for future Advisory Boards</li> <li>• Learn about, and give feedback to staff on, key stakeholder needs, concerns, expectations and interests</li> <li>• Support and attend Welcome Centre and Whistler Multicultural Network activities/events</li> </ul>
<b>Skills and Qualifications:</b>	<ul style="list-style-type: none"> <li>• Willingness to learn new skills</li> <li>• Good oral English skills</li> <li>• Good team work skills</li> <li>• Caring and positive attitude</li> <li>• Curiosity, creativity and flexibility</li> </ul>
<b>Time Required:</b>	<ul style="list-style-type: none"> <li>• 1.5 hours per month 9 times a year</li> <li>• Participate in Whistler Multicultural Festival</li> <li>• Commitment is to participate for one year</li> </ul>
<b>Why Volunteer?</b>	<ul style="list-style-type: none"> <li>• Meet new people and contribute to your community</li> <li>• Help welcome newcomers and immigrants, and support them as they fulfil their potentials in Whistler and adapt to life in Canada</li> <li>• Gain experience and develop skills for future career opportunities</li> <li>• Add it to your resume</li> </ul>

- Receive a reference after 6 months of participation
- Ongoing training and participation opportunities

The **Immigrant Advisory Board** meets regularly to review services and programs delivered through the Whistler Welcome Centre. Members of the Advisory Board provide input to, and advice on, strategy, funding, budgeting and programing planning.