

## Volunteer Opportunity

<b>Position title:</b>	Welcome2Sydney Ambassador	<b>Commitment</b>	Minimum once a fortnight for six months; flexible availability including weekends and after work hours.
<b>Report to:</b>	Welcome2Sydney Project Officer	<b>Location:</b>	City of Sydney LGA

### About Settlement Services International (SSI)

Settlement Services International is a community-based, not-for-profit humanitarian organisation providing a range of services in the areas of refugee and migrant settlement, accommodation, asylum seeker assistance, multicultural foster care, disability support, employment services and youth support in NSW.

Our vision is to achieve a society that values the diversity of its people and actively provides support to ensure meaningful social and economic participation and to assist individuals and families reach their potential.

#### At SSI, we value:

- Social justice – Equity and access for all
- Diversity – Respecting diversity and being non-discriminatory
- Compassion – Caring, empathy and respect for the dignity of others
- Respect – Cooperation and mutual respect

#### In delivering our services, we value:

- Quality – Dynamic, flexible and responsive service
- Ethics – Professional practices and accountability
- Innovation – Commitment to partnerships and excellence

### Purpose:

Welcome2Sydney is a project co-designed by City of Sydney and SSI. The project aims to encourage inclusiveness and strengthen a sense of belonging by engaging ambassadors from the City of Sydney local government area (LGA), to engage in community acts of welcoming refugees/new arrivals.

The initiative will help refugees/new arrivals to feel welcome and more connected, establish relationships and boost their self-confidence to access and participate in what the City of Sydney can offer. It will also assist the broader City of Sydney community to increase their understanding of the humanitarian program and refugee needs and also offer them a unique opportunity to engage in an intercultural experience to learn from, and about each other.

Welcoming activities can include social, cultural and recreational activities available in the City of Sydney Council area.

### Specific duties and responsibilities:

- Assist refugees to attend events, tours and outings in the City of Sydney LGA;
- Act as an Ambassador in alignment with Welcome2Sydney project objectives;
- Attend and share your interest in City of Sydney events and activities
- Facilitate intercultural exchange and dialogue

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- Provide feedback on the Welcome2Sydney project as requested;
- Actively support SSI's vision and values;
- Work in accordance with SSI policies and procedures;
- Follow all reasonable directions provided by the Welcome2Sydney Project Officer, or delegate.

### Position requirements:

<b>Background checks</b>	Working with Children Check <input checked="" type="checkbox"/> Police Check <input checked="" type="checkbox"/> Reference Check <input checked="" type="checkbox"/> <i>(N.B. The police check will be paid for by SSI)</i>
<b>Essential</b>	<ul style="list-style-type: none"> <li>• Live/work/study/volunteer in the City of Sydney LGA</li> <li>• Knowledge of what the City of Sydney has to offer including; where to access free events/programs information</li> <li>• Be warm, friendly and welcoming</li> <li>• Genuine interest in learning about different cultures and sharing knowledge with others</li> <li>• Excellent communication and interpersonal skills</li> </ul>
<b>Desirable</b>	<ul style="list-style-type: none"> <li>• Previous experience working with people from culturally and linguistically diverse (CALD) backgrounds</li> <li>• Interest and involvement in local communities and events.</li> </ul>

### Benefits:

**Reimbursement:** Volunteers will have access to reimbursement for all preapproved expenses including reasonable travel expenses. Volunteers using their own vehicle will need to provide SSI with photocopies of their driver's licence, comprehensive car insurance and compulsory third party insurance.

**Training:** Volunteers will be provided with access to SSI's flexible, extensive and innovative training program as well as an orientation about the project and role.

**Being a member of the SSI Community:** Volunteers will be kept up-to-date with all of SSI's important news, events and opportunities.

### Authorisation:

Volunteer name \_\_\_\_\_

Volunteer signature \_\_\_\_\_ Date \_\_\_\_\_

Volunteer program signature \_\_\_\_\_ Date \_\_\_\_\_