



Friday Bingo Convenor

Overview of the Opportunity

As someone who is familiar with how Bingo is played you will coordinate a weekly afternoon for bingo enthusiasts. You will determine and call specific games, verify winners and hand out prize money. These games are typically attended by older adults so an understanding of this population's needs is a must.

Key Responsibilities or Tasks

In addition to the responsibilities and tasks listed on the Group Convenor role description a Bingo Convenor is responsible for the following:

Caller Role

- Making coffee before the start of the game
- Sell Bingo cards to participants
- Determine the types of games that will be called (full card, 1 line etc.) and the prize money for each game
- Announce the game and call the numbers
- If there is no Runner Volunteer verify the winner card(s) and handing out prize money.

Runner Role

- Assist Caller Role with set up
- Verify "winning" cards and hand out prize money

Skills, Experience and/or Qualifications

- Understanding/working knowledge of how Bingo is played
- Understanding/knowledge of working with older adults
- Problem solving skills – understanding what to do in a situation
- Reliable and committed – able to follow through with what you said you would do
- Customer service skills - adaptability, ability to use positive language, patience, active listening, attentiveness

Time Commitment

Day and Time: Tuesday or Friday - 12 – 4 p.m.

Commitment: 6 months

Your Impact

- For many of our older adults this program is an opportunity to reduce loneliness, to socialize with others and play a game they enjoy.

Skills You'll Gain

- Customer service skills - adaptability, ability to use positive language, patience, active listening, attentiveness

What You'll Get

- Specific volunteer opportunity and corporate recognition
- Volunteer verification and/or reference, community service hours and resume building

Address: Downtown Community Centre – 35B Weber St. W. Kitchener

Age Criteria: 18+

Interview/Orientation: Yes

Reference Check: No

Police Records Check: No

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