



Waste Reduction Volunteer

About the Program or Event

Continuing to advance our strong reputation for leadership in environmental management and with the endorsement of Kitchener Council, we want to be a leader in making our events green.

Overview of the Opportunity

This is a role where you can share your passion for recycling and composting with others and make a real difference in your city and the environment. You will work with other volunteers at a “no shame” waste station and well as walking information ambassadors and help community members sort their waste in appropriate containers at one of Kitchener’s summer event while providing information about waste reduction. Please note that this is a pilot year for this role Waste Reduction Volunteers will not have scheduled at all City of Kitchener events.

Time Commitment

Day(s): Sunday July 1 (Canada Day) 4-10:30 p.m.; Friday July 12 (Cruising on King) 5- 10:30 p.m.; Saturday July 27 (Rock and Rumble) 4-11 p.m.

Time: Various shifts depending on the event but average shift is 2 – 4 hours

Commitment: Once placed as a volunteer you will receive an email on how to sign up for shifts.

Volunteer Position Location

Kitchener City Hall, 200 King Street W, Zehr Square

All events are outdoors under a tent

Key Responsibilities or Tasks

This team will be split into two teams (1) stationed at the waste station and (2) walking throughout the event letting people know about the station and its purpose.

- Help attendees sort their waste into compost and recycling
- Provide information about the City of Kitchener’s waste reduction initiative
- Provide feedback to staff on the pilot project

Skills, Experience and/or Qualifications

- Passion to help the environment
- Ability to use non-judgemental, positive and encouraging language
- Ability to engage the public either one on one or in a group setting
- Ability to follow through on tasks independently once given direction
- Represent the City of Kitchener in a positive, friendly, professional and respectful manner
- Stand for long periods on time

Age Criteria

14+

Benefits of the Opportunity

- Being part of bigger sustainability initiatives at the City of Kitchener (Bike Check, Claire could you add one or two examples here)
- Networking
- Snacks and beverages during your shift

Build your resume

- Teamwork
- Interpersonal skills
- Verbal Communication
- Motivating others

Preparation, Training and Orientation

Preparation (prior to your first volunteer shift)

- Read the both AODA (Accessibility for Ontarians with Disabilities Act) pamphlets
- Read and sign (parental signatures required if under 18) Volunteer Informed Consent and Photo Release forms
- Read volunteer opportunity description

Training and Orientation

- A training session may be held for all volunteers, prior to the first event. If unable to attend, training will occur at a time and place convenient to both the volunteer and staff member

Additional things you should know

- “No shame” waste station model is a model that removes the pressure from community members to know everything about waste reduction and encourages people to learn and continue beyond the events
- All City of Kitchener events run rain or shine
- At the City of Kitchener we work with a diverse community, therefore you must show respect for your fellow volunteers, community members, city staff and your surroundings
- You are not expected to handle any difficult situation or questions that are beyond what has been describe in this role description. If a situation arises and you need assistance please ask for help from your supervisor
- We expect all of our staff and volunteers to be professional and respectful of personal information. All information acquired during your volunteer shift directly or indirectly, must be considered confidential. If you have concerns, please speak with your staff contact.
- We are committed to diversity and inclusion. Accommodations are available to support volunteers in accordance with the Human Rights Code

Screening

- ✓ Application Form
- ✓ Interview (one-on-one, group or phone)
- * The style of interview will be determined based on the number of volunteers being screened

Main Contact

Name: Karrie Zettler

Position: Volunteer Engagement Associate

Phone Number: 519 741 2200 ext. 7564

Email: karrie.zettler@kitchener.ca

Volunteer Schedule

Event	Date	Time	# Hrs/Shift	Number of Volunteers
Canada Day	Sunday July 1	4- 7:30 p.m.	3.5	6- 8
		7:30 – 10:30 p.m.	3	6-8
Cruising on King	Friday July 12	5 -10:30 p.m.	5.5	6-8
Rock and Rumble	Saturday July 27	4 – 7:30 p.m.	3.5	6-8
		7:30 – 11 p.m.	3.5	6-8

- For multi shift events volunteers could opt to volunteer for 2 shifts