



## **VOLUNTEER REQUIREMENTS**

In order to join our dynamic team of Ambassadors and Volunteers you must first submit your resume to Craig Strike at 426 Portage Avenue or at [craig@downtownwinnipegbiz.com](mailto:craig@downtownwinnipegbiz.com), noting that you do require a grade 12 education along with a clear criminal record/child abuse registry check. We are located between Kennedy and Vaughan on the South side of Portage Avenue across from Portage Place. After the resumes are reviewed, qualified applicants will be contacted for an interview. 2 Letter of References are required from those applicants who are successful in the interview.

Those suitable for the position will be scheduled to attend a 4 to 5 hour orientation. Within 2 months of the initial orientation, volunteers will be required to attend an additional professional development training session provided by the Downtown Watch at no cost to the volunteers.

Volunteers (at their own expense) must obtain a clear criminal records check. Those volunteers that want the opportunity to mentor other volunteers after gaining experience must obtain (at their own expense):

1. Standard First Aid Certificate
2. Level "C" CPR Certificate

Volunteer shifts are Monday to Sunday 07:30 - 23:30. Volunteers are required to contribute a minimum of 4 hours a week (16 hours per month) on a regular basis.

The shift start times are as follows:

0730 hours	(7:30am)
0900 hours	(9:30am)
1100 hours	(11:00am)
1300 hours	(1:00pm)
1530 hours	(3:30pm)
1730 hours	(5:30pm)
1930 hours	(7:30pm)

Volunteers can request a set shift to fit their schedule, which can be changed anytime at the Volunteers request. Volunteers may also call week to week so their shifts will not interfere with previous engagements (work, school...ect). Under special circumstances, a volunteer may also be permitted to arrive later or leave earlier than a pre-determined shift; this will be under the discretion of the Volunteer Coordinator. We understand that life can be fairly unpredictable at times, if you're unable to attend your shift one week, you are asked to make up that shift within one month.

If you have any comments, questions or concerns, please feel free to contact me by phone at 958-4644 or by e-mail at [craig@downtownwinnipegbiz.com](mailto:craig@downtownwinnipegbiz.com).

Thank you for your interest in the Downtown Watch Volunteer program.

Craig Strike  
Volunteer Coordinator, Downtown Watch