



Job Opening

Mennonite Community Services of Southern Ontario (MCS) is a not for profit charity providing services to newcomers and the community. MCS is owned by several area Mennonite Churches who send delegates to serve on the board of directors. MCS seeks to link resources with needs through its programs of Settlement, Employment, FESPA, Radio and Thrift Store.

Interested candidates should submit a cover letter together with a resume to:

Mennonite Community Services
 Attention: HR Coordinator
 16 Talbot Street East
 Aylmer, ON N5H 1H4

or call 519-765-3026 for details
 email hr@mcsn.org

Job Title:	VOLUNTEER RECRUITER
Starting Date:	January 2022
Job Summary:	The Volunteer Recruiter will recruit, orient, and help place the volunteers. The Recruiter will seek out community volunteers for MCS to assist staff and promote opportunities for community involvement and engagement through volunteerism.
Core Competencies:	<ul style="list-style-type: none"> • Strong leadership skills; • Excellent public speaking skills; strong oral and written communications skills; • Relevant volunteer management or recruitment experience; effective time management skills; • Appreciation and understanding of Low German culture, people, and language
Core Job Duties:	<ul style="list-style-type: none"> • Recruit volunteers for MCS; • Connect with churches, community groups, and clubs; • Provide general orientation and overall training for new volunteers; • Write monthly report
Requirements and Qualifications:	<ul style="list-style-type: none"> • Excellent interpersonal skills required; • Enjoy meeting and connecting with new people; • Previous work experience in charity setting preferred; • Training in volunteer management an asset; • Police check for the vulnerable person sector required; • Willingness to work flexible hours required; • Participate in Rapid Antigen COVID testing or provide Proof of COVID Vaccination <p>Must be willing to adhere to all health and safety protocols including those related to the COVID-19 pandemic.</p>

Only suitable applicants will be asked to complete an application or be invited for an interview.