



Job Title: Guestspeaker/Trainer

Objectives of the Job:

1. To advise/inform participants on selected topics
2. To enhance participants' awareness of resources within the local community

Job Activities:

1. Work with coordinator to co-plan the presentation to ensure it meets the course needs and goals
2. To present topics as discussed with the program coordinator
3. To answer relevant questions as individuals or within a panel-based discussion
4. At the request of participants, provide referrals to resources.

Performance Requirements:

1. Volunteers must possess experience and/or expertise in their field
2. All presentations are made in order to support and inform women or girls; not for the purpose of marketing a product or service
3. Speakers will work with the program coordinator to co-plan the session to ensure it meets the needs of the program and participants
4. Speakers may be well-known in the local community
5. All speakers need to have a warm and inviting approach to their presentation providing relevant and interesting information

Parameters of Job:

1. Women in Business/Business of Life: one or two session commitment delivered either during the day or in the evening twice a year as part of the ten week program.
2. Enterprising Women: one off session commitment delivered throughout the year during the day or in the evening.
3. Knowing Her Mind module presenter: one session commitment to speak on mental well-being and provide lived experience perspective for this module in both the Women in Business and Business of Life programs twice a year.
4. Youth Programs: one session commitment and must have an up to date criminal record name check. Example topics include: substance use/abuse, yoga, martial arts, gender identity.