

The Mississauga Polish Day Committee is inviting volunteers to assist in the preparation of our ever-growing annual event. We are looking for individuals who wish to serve the Polish Canadian community, have an interest in event planning, have good communication skills in Polish, excellent written and verbal skills in English, and are responsible and reliable.

We currently require a volunteer Children's Activities Coordinator, who will be responsible for engaging, coordinating and overseeing volunteer and purchased entertainment and other programming for children and youth at our festival.

This volunteer commitment would be four months in duration (February to June 2018) would require approximately 8 hours or work per week on average, in your own home.

For more information or to express an interest, please contact us at kpkpolishday@gmail.com.

CHILDRENS' ACTIVITIES LEAD

1. Activity Recruitment / Engagement

- Engage volunteers who would like to provide activities for children and youth
- Research, gather information about and from potential child/youth entertainment and activities, and obtain quotes
 - These would include buskers, rides, etc.
- Make recommendations regarding which volunteer and paid entertainers and activities should be engaged for our festival.

2. Children's Area Space Plan

- Work collaboratively with the committee Space Planning Lead to locate/place the activities within a dedicated children's area
- Create as schedule for entertainers if one will be required.

3. Communication

- Respond to enquiries from potential children's entertainers or activity providers
- Send out information – updates, bulletins, etc.
- Collect invoices and direct to the Committee Treasurer

4. During the Festival

- Assist the Site Planning Lead in coordinating the load-in and set-up of the children's activities.
- Oversee the children's activity area with the goal of monitoring quality of services, safety issues, etc.