



Position: Part-time Volunteer – Vice President

Location: ON – Durham Region

The Vice President is an officer within the Chapter Leadership Council. The successful candidate will assist the President in managing the Chapter Leadership Council and ensuring chapter goals are met.

Essential Functions:

- assist President at Chapter Leadership Council meetings
- preside over chapter meetings when President is unavailable to do so
- oversee event planning and fundraising
- must be accessible by email to address issues between monthly Chapter Leadership Council meetings
- attend monthly Chapter Leadership Council business meetings

Qualifications:

- leadership skill
- ability to work independently as well as part of a team
- must be knowledgeable of the mission and purpose of the chapter
- excellent computer skills
- organizational time management and problem-solving skills
- excellent interpersonal and communication skills
- knowledge of Autism Spectrum Disorder is required
- presentation skills an asset

If you are interested in this volunteer position, please contact our Volunteer Coordinator:

autismdurham.volunteer@Gmail.com

We thank all applicants for their submissions. We will attempt to match all potential volunteers to meaningful and rewarding roles that are best suited to them.

AutismONTARIO - Durham Region

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