



## **Manitoba Interfaith Immigration Council Inc. / Welcome Place**

### **\*\* Volunteer Opportunity \*\***

#### **COMPUTER TEACHER**

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**Manitoba Interfaith Immigration Council Inc. (MIIC) / Welcome Place** promotes and supports the resettlement and protection of refugees and offers a range of services that welcome and assist refugee newcomers with their settlement into Canadian society. We are centrally located, close to public transportation, and wheelchair accessible. We offer services in over 20 languages.

#### **1. Description of Duties:**

- Facilitate basic Computer classes and teach the participants;
- Participants are newcomers to Canada and have various first languages;
- Computer classes take place in person at 521 Bannatyne Avenue.

#### **2. When/Where:**

- Mondays and Wednesdays, 5:00 PM – 6:30 PM (In person)
- Welcome Place, 521 Bannatyne Avenue

#### **3. Skills Required:**

- Teaching experience preferred;
- Strong knowledge/skills of Microsoft Office (Word, Excel and PowerPoint);
- Comfortable using technology including internet and ZOOM;
- Familiar with general computer usage;
- Interested in and enjoy working with newcomers;
- Comfortable working with people who speak various levels of English;
- Comfortable working with people from various cultural backgrounds;
- Have a passion to share skills and have a positive impact on the lives of others;
- Dependable and reliable.

#### **4. Time Commitment:**

- Available for at least one 2-hour session per week for three to six months.

#### **5. Required:**

- Police Record Check for Vulnerable Sector (by Winnipeg Police), will be reimbursed;
- Child Abuse Registry Check, will be reimbursed.

#### **6. For more information and to apply:**

- Email: [volunteerprogram@miic.ca](mailto:volunteerprogram@miic.ca)
- Online: <https://www.miic.ca/become-volunteer>