

Volunteer – Info Link Stall South Port Day Links Inc.

Organisation Information

Organisation name:	South Port Day Links Inc.
Aim / mission of organisation:	Working through volunteers we provide a number of services aimed at keeping people in touch with the community and enhancing their quality of life. By utilising the skills of volunteers we link people to information, to other people, to services, activities, programs and their community.
Address:	Level 1, Liardet Community Centre, Cnr Liardet & Nott Sts Port Melbourne Vic 3207.
Phone:	03 9646 6362
Fax:	03 9646 6606
Email:	info@spdl.org.au
Website:	www.spdl.org.au
Operating hours:	Monday to Friday 8.00 am to 5.00 pm

Volunteer Position Information

Position title:	Volunteer – Info Link Stall		
Tasks / duties:	Assist in looking after the InfoLink stall at South Melbourne market on Fridays. Setting up the stall, displaying brochures that guide local people to community services (especially for older members of the community). Advising people about local services, especially for the elderly.		
Skills & knowledge:	Warm inviting personality. Ability to learn about local services through the brochures provided.		
Special requirements (e.g. police check):	All South Port Day Links Inc volunteers are required to attend an interview and undergo a police check. Volunteers are also asked to supply the names and phone numbers of 2 personal referees.		
Time commitment:	Minimum 3 hour commitment. Stall is open from 9.30am to 4.00pm.		
Days required:	Fridays		
Location of position:	South Melbourne Market		
Contact person:	Mary Kehoe	Contact details:	03 9646 6362
Closing date:	Ongoing		