



## **RISP Volunteer Cultural Orientation Facilitator Position Description**

### **Purpose:**

As part of our refugee resettlement contract, RISP staff team up with volunteers and guest speakers to provide cultural orientation to newly arrived refugees. Topics range from safety to health and hygiene to U.S. Laws (a full list of topics and learning goals for each can be found here:

<https://www.coresourceexchange.org/wp-content/uploads/2019/09/Domestic-Cultural-Orientation-Objectives-and-Indicators-1.pdf> ). We are looking for volunteer facilitators to support our classroom sessions, held weekdays in downtown Eugene. Scheduling of the sessions depends on the pacing of new refugee arrivals, but will average about 16, 3-hour sessions per year. Sessions are usually divided by languages spoken, with each refugee adult attending two sessions within 90 days of their arrival.

### **Essential Responsibilities:**

Prepare for and facilitate cultural orientation classroom sessions

- Attend classroom sessions
- Welcome and introduce guest presenters and interpreters
- Provide limited tech support (connecting laptops for presentations)
- Hand out materials, and keep a running inventory of handouts
- Set up and clean up (typically minimal but important!)
- Submit activity reports and hours in a timely manner
- Maintain confidentiality
- Be respectful of the clients and their cultural traditions

### **Qualifications:**

- Minimum of 18 years of age
- State issued photo ID
- Ability to pass a criminal background check
- Able to learn set up procedure to connect presenter laptops when needed, and facilitate.
- Comfortable speaking in front of a small group (for introductions and announcements)
- Ability to communicate clearly and effectively in English

### **Availability:**

- Available to facilitate on weekdays during the daytime (Cultural Orientation sessions typically occur on Friday afternoons)