

## **WAF Talks Volunteer**

Salary: Unpaid voluntary role

Membership Requirement: You must be a We Are Family Member

Minimum monthly commitment: 2hrs + (flexible)

How to apply: Click [here](#) to complete the application form

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### Purpose of Role:

WAFv5,,,,Talks volunteers help to deliver opportunities for ongoing learning and inspiration for our members via the WAF Talks programme. Working alongside the programme coordinator and other volunteers to help make webinars easily accessible to all our members even if they are unable to attend the live webinar. Volunteers help our members to feel heard by taking suggestions for future subjects/ topics forward and helping to identify speakers and providing opportunities for members to ask questions.

### Qualities and Experience:

- Commitment to We Are Family's mission and values
- Experience using cloud-based video conferencing platforms e.g. Zoom or willingness to learn
- Strong organisational skills
- Ability to work well within a team
- Enthusiastic individual with a commitment to supporting adoptive parents
- Commitment to confidentiality

### Typical Tasks and Activities

- Within a team identify topics that will be delivered and help to identify speakers who can talk with knowledge on the chosen subjects.
- Identify, confirm and liaise with speakers for webinars.
- Schedule future webinars and set up on zoom using a step-by-step guide
- Write an introduction, close and promotional material for webinar speakers when you are the host.
- Forward promotional material to the Community Development Manager for promotion of the webinar.
- Help to facilitate the delivery of the webinar.