



VOLUNTEER ACTIVITY STATEMENT

Arabic and Rohingya Language Support Volunteer – Zillmere Women’s Wellness Group

Status:	Volunteer		
Salary:	NA		
Reports to:	Community Development Officer		
Department:	Communities, Growth and Engagement		
Location:	Zillmere		
Creation Date:	25/03/24	Review Date:	25/09/25

PURPOSE

Multicultural Australia is looking for Arabic and Rohingya speaking volunteers to provide language support to adult migrants and refugees attending our Women’s Wellness Group. Volunteers play an important role in creating welcome, inclusion and belonging.

Multicultural Australia, together with the Zillmere Community Centre, run a monthly women's group that provides a safe space for women to connect, receive information on wellbeing topics, and network with other women. The group aims to give women an opportunity to grow and share their skills and knowledge – empowering themselves and building capacity.

The group meets monthly, on the last Wednesday of each month (during school terms) at Zillmere Community Centre.

KEY RESPONSIBILITIES

Provide language support to Women’s Wellness Group participants -

- Support attendees to participate actively in activities;
- Interpret and translate materials to meet participant needs;
- Create a welcoming, enjoyable experience which encourages intercultural exchange and dialogue;
- Assist participants to develop life skills, and improve their individual capacity and wellbeing;
- Assist in activity coordination and provide feedback on the program as required; and
- Maintain contact with the program leader in the lead up to each meeting.

REQUIREMENTS

Commitment: 3.5 hours a month for a period of 6 months.

9am – 12.30pm, last Wednesday of each month

Location: Zillmere Community Centre

Qualifications, licences and probity

- A Volunteer Working with Children's Blue Card, Criminal history check

What skills and experience you will need

- Fluent in Arabic or Rohingya;
- Genuine interest in and commitment to working with all members of the community, irrespective of cultural and religious affiliations and a commitment to social justice and human rights;
- Ability to communicate cross culturally, including with language barriers; and
- Patient, understanding and respectful of varied cultural attitudes and expectations.

CONDUCT

Multicultural Australia volunteers must:

- Respect and abide by the vision, mission and values of the organisation;
- Ensure that their conduct is consistent with provisions of the Multicultural Australia Code of Ethics and Conduct;
- Comply with the provisions of relevant Multicultural Australia policies and procedures;
- Comply with the provisions of Multicultural Australia's Workplace Health and Safety framework including policies, procedures and safe work systems that relate to their role, program area or Multicultural Australia as a whole.
- Provide feedback to their supervisor and report any issues of concern. This will include the use of computer-based calendar and information management systems.
- Attend induction training relating to the role, policy and procedures, workplace health and safety and Multicultural Australia.
- And all other duties associated with the position as instructed by the Volunteer Program Manager.