



Volunteer Opportunity – Event Logistics Coordinator

Licensed to Learn is seeking a volunteer to coordinate same day logistics for our upcoming leadership conference events.

We are recruiting volunteers who have experience coordinating logistics at events or are looking to gain experience coordinating logistics for a school based event.

Who are we looking for?

- Previous experience coordinating event logistics is an asset.
- Passionate about education and helping young people succeed in school and build leadership skills.
- Experience working in schools or in the education sector is an asset.
- Experience in photography and shooting with a DSLR Camera (Nikon D5300) is an asset
- Excellent verbal communication skills
- We aim to represent and inspire the wide communities of youth that we serve! We strongly encourage anyone who identifies as a woman or gender-fluid, a person of colour, Indigenous, or disabled, as well as anyone with lived experience of being a newcomer or refugee, to join us!

What are the responsibilities?

- Support Program Manager with set up and take down at event, and meal-time coordination
- Support Program Manager with participant data collection and compilation
- Conduct Photography of participating students

What is the commitment?

- Approximately 4-5 hours per event. Event Dates, Schools and Addresses are as follows:

Date	School	Address
April 13 th , 2018	West Humber Collegiate Institute	1675 Martin Grove Rd, Etobicoke, M9V 3S3
April 26 th , 2018	Newtonbrook Secondary School	155 Hilda Ave, North York, M2M 1V6
May 1 st , 2018	Sir John A. Macdonald Collegiate Institute	2300 Pharmacy Ave, Scarborough, M1W1H8
May 16 th , 2018	Michael Power Secondary School	105 Eringate Dr, Etobicoke, ON M9C 3Z7

What will you gain?

- The chance to build your skills coordinating logistics for a non-profit's school based events.
- The chance to advance a youth serving organization and help provide quality leadership programming and engagement with participating students.

Interested?

Please email jguy-herman@l2l.ca with a short statement expressing your interest and which event(s) you are interested in volunteering at.

About Licensed to Learn:

Licensed to Learn (L2L) is a charitable organization dedicated to helping children and youth excel in school and beyond. Through our mentorship and tutoring programs, L2L reaches more than 3,500 children in schools throughout Toronto and the Greater Toronto area with free, student-led academic support and leadership opportunities. For more information, please visit www.L2L.ca