

Volunteer Job Description

Organization	Western Canada Section American Water Works Association (WCS AWWA)
Job Title	Water For People (WFP) Committee Chair
Objectives	The WFP committee is active in supporting integrated, sustainable water and sanitation projects in developing countries. Projects are typically small in scale and rely heavily on in-country, local organizations, and volunteer labour. The Committee also seeks to raise awareness among the membership, especially those working in the water supply and related fields, about current conditions in those countries and how we can help.
Duties and Responsibilities	Hold committee meeting via conference call, 3-4 a year. Organize and assist in auctions held at events in Western Canada. Liaise with board and committee to ensure fundraising is being scheduled and planned at events. Assist the Section office to maintain the WFP webpage including information, activities and contacts.
Qualifications and Requirements	Must be energetic and enthusiastic
Lines of Communication	You will work with the WCS Director, WCS WFP Canada rep, and the section office
Orientation and Training	On the job training is provided, under the guidance of the WCS Director, WCS WFP Canada rep and the section office. WFP Summit, held in Denver every summer (costs covered)
Times Needed and Place of Work	WFP can be promoted anytime water industry professionals are present
Commitment Required	An average of 1 hour per week is required Participation in WCS AWWA Strategic Planning meeting (costs covered) & Annual Board meeting
Benefits	Develop both professionally and personally - make contacts, develop leadership, communication, presentation and meeting skills
Special Considerations	Require attendance of WCW Annual Conference (expenses not covered). Requires some flexibility to attend meetings during regular work hours.
Satisfactions	commit to a worthwhile cause, do something different than your regular job
Contact Information	Audrey Arisman Executive Director p: 877.283.2003 e: aarisman@wcwwa.ca