

VOLUNTEER CENTRE

POSITION : TELESALES

The Women's Y Foundation is looking for one or two bilingual volunteers for one day for phone reminders. The volunteer must be flexible to return the next day if all calls have not been made.

Key tasks and responsibilities

With the use of a guide, call donors who have not yet donated and encourage them to support the Foundation.

Position requirements

- **Knowledge:** Oral fluency in French and English;
- **Practical skills:** Have experience in telesales or business development, an asset, but not required.
- **People skills:** be patient, empathetic, tolerant and open-minded.

Volunteer conditions

- The Foundation will coach the volunteer in the process
- A dinner will be offered if the 9 am to 5 pm schedule is chosen.

Type of position and schedule

One-time position. Weekdays from 9:00 to 12:00 and from 13:00 to 16:00 (a full day or half a day).