



## Volunteer Opportunity

The Mission to Seafarers Southern Ontario (MTSSO) is seeking volunteer drivers to drive seafarers to and from their ships to the Hamilton Seafarer's Centre or to a local mall or using the MTSSO van.

The Centre is a seafarer's home away from home providing a safe and welcoming space that offers friendship, spiritual support, a hot meal and a cold drink, a place to call family and friends, connect through internet access, unwind with a movie or shoot a game of pool.

See the full job description is listed below.

For more information or to apply as volunteer, contact:

The Reverend Deacon Jann Maloney-Brooks  
MTSSO Volunteer Coordinator  
905-510-2710 or by email: [jann.brooks@hotmail.com](mailto:jann.brooks@hotmail.com)

**Mission to Seafarers Southern Ontario**  
**Volunteer Job Description**  
**Position: Driver**

Position Risk Level:

Medium

***Nature of the Position***

This position offers practical, emotional and spiritual support to Seafarers.

***Outline of Responsibilities***

- Welcome seafarers to the Port of Hamilton
- Drive the seven passenger “Mission to Seafarers” van as required
- Respond to emergency calls for assistance
- Pick up and return seafarers from their ship to drop-in centre or shopping and tourist sites in the Hamilton-Burlington area
- Respond to emergency calls for assistance
- Assist with special events
- Attend volunteer meetings and training events as required

***Skills & Experience***

- A valid G or G2 class drivers licence
- Eligible for Port of Hamilton security pass
- Good driving record and proof of personal insurance
- Ability to interact with those from diverse cultures and backgrounds
- Ability to operate both independently and collaboratively
- Willingness to “pitch in” at all levels and in all activities
- Compassion and desire to help others
- Good knowledge of Greater Hamilton Area

***Boundaries & Limitations***

- Will comply with the policies and guidelines of the Anglican Diocese of Niagara. This position demands a high degree of confidentiality and as such, a Confidentiality and Privacy Statement must be signed by the volunteer
- Adheres to the Diocesan Sexual Misconduct Policy: Sexual Harassment, Exploitation and Assault
- Adheres to the Diocesan Guidelines for Working with Vulnerable People
- Accountable to the Mission to Seafarers Southern Ontario Chaplains
- Appropriate confidentiality around conversations with staff, volunteers, seafarers
- Maintain a safe environment for themselves and for the person(s) to whom they are ministering
- Adheres to the Seafarers’ Ministry Convent for Value and Conduct in the Port of Hamilton.

***Support, Supervision & Training***

- Under the direct supervision of the Chaplains to the Mission to Seafarers Southern Ontario
- Orientation training
- Support from the Diocese of Niagara through the Anglican Chaplain and Deacon
- A minimum of monthly meetings with volunteer coordinator
- Completion of safety training

### ***Risk Assessment Review***

<b>Risk</b>	<b>Description</b>	<b>Rating</b>
Participant	Adults	Low
Setting	Vehicle, Centre	Medium
Activity	Hospitality, Driving	Medium
Supervision	Typically in Groups, Possibly one-on-one	Medium
Nature of Relationship	Extends over time	Medium
Degree of Authority	No authority	Low
Physical Safety	Some physical risks	Medium
Financial	No financial involvement	Low
Privileged Information	No possession of privileged information	Low
Overall Risk to Person	Potential risk of damaged reputation, stress, safety	High
Overall Risk to MTSSO	Potential risk of damaged reputation, legal claims, loss of insurability	High

**Consensus of Risk Assessment = Medium**

#### ***Participation Group***

- Seafarers
- Volunteers
- Staff

#### ***Screening Requirements***

- Two references
- Police Records Check
- Signed Seafarers' Ministry Covenant for Values and Conduct in the Port of Hamilton

#### ***Length of Term***

- As desired by volunteer and/or subject to the chaplain and/or deacon of the Mission to Seafarers South Ontario for the Port of Hamilton's approval

#### ***Benefits to the Volunteer***

- Satisfaction of fulfilling the needs of others
- Knowing that you have contributed to service to others
- Personal enrichment and growth
- Assisting the Diocese of Niagara to further develop outstanding leadership for ministry
- Earn community service hours
- Gain Canadian experience
- Meet people from around the world
- Get the "inside view" of the Port of Hamilton and get "up close" with sea going vessels
- Experience fellowship with other volunteers, staff and seafarers
- Meet people from around the world
- Practice foreign languages

Revised: July 2017