

## Pen Pal Program Volunteer

### Purpose of Position:

- To provide older adults living in rural areas with the opportunity to make new friends via written communication and experience the joy of receiving a regular piece of mail.

### Qualifications:

1. Interest in investing in a relationship with an older adult through letter writing
2. Ability to read and write confidently at a minimum Grade 6 level
3. Reliable, friendly, and respectful
4. Willingness to participate in training programs (as required)
5. Willingness to obtain a Vulnerable Sector Check
6. Willingness to sign an oath of confidentiality

### Roles and Responsibilities:

1. To commit to writing to a senior pen pal on a minimum bi-monthly basis
2. To share personal interests and respectfully inquire about the senior's interests through regular written letters
3. To attend volunteer meetings and training sessions (when applicable)

### Orientation and Training:

1. Initial orientation to agency and program
2. On the job training provided
3. Additional training workshops are offered as needs and opportunities are identified

Time: Variable

Location: Ability to work from home

Commitment: Monthly or more

Supervisor: Katelynn Laarakker, Seniors Wellness Outreach Coordinator  
The District Municipality of Muskoka  
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### Benefits:

- Flexible way to contribute to one's community
- Sense of fulfillment in brightening another person's day
- Formal and ongoing recognition

