



WALK COORDINATOR – PARKINSON SUPERWALK HAWKESBURY

About Parkinson Canada:

Parkinson Canada is the national voice of Canadians living with Parkinson's disease. From diagnosis to discovery, we guide the way for Canadians to live well with Parkinson's disease through education, advocacy and support services. Our National Research Program funds innovative research to search for better treatments and a cure. A national registered charity, Parkinson Canada fulfils its mission through the generosity of donors and is an accredited organization under the Imagine Canada Standards Program.

What We Need:

Have you, your family, or friends been touched by Parkinson's disease? Are you interested in meeting new people, working as a team and spreading the awareness of Parkinson's disease? Then we're looking for you! **Parkinson Canada is looking for a Walk Coordinator to oversee the coordination and execution of Parkinson SuperWalk Hawkesbury.**

Responsibilities:

- Promote Parkinson SuperWalk within your community through available channels and liaise with appropriate government officials to invite them to walk day.
- Work with volunteer committee to assist in planning, promotion and day-of execution.
- Attend committee meetings and work with committee volunteers ensure appropriate orientation of day-of volunteer coverage.
- Track and report on volunteer hours.
- Approach local businesses and organizations for sponsorship dollars and/or prize donations.
- Work with volunteers to coordinate services needed for the day-of (which may include: venue, entertainment, food and drink, guest speakers, supplies, etc.).
- Collect and report on the funds that were raised.
- Ensure necessary inventory is ordered from Parkinson Canada.
- Attend monthly (March to June) and bi weekly (July to September) conference calls with all Community Walk Coordinators. Be onsite on the day of the event to facilitate a successful event. **Must be available for Parkinson SuperWalk Hawkesbury on Sunday, September 15 at Confederation Park.**

Qualifications:

- Possess exceptional leadership capabilities and enjoy working as part of a team.
- Excellent organizational skills.
- Excellent interpersonal skills.
- Be available for the time commitment needed to ensure the success of the event.
- Mature, responsible and dependable.
- Ability to meet deadlines.



- Must have a volunteer police check.

Our Walk Coordinators and Volunteer Committee positions are available to all ages and include flexible time commitments, mentorship for new members, education and training, and excellent leadership experience.

If you like an opportunity to be a part of something from the beginning to the end that supports a great cause this is the position for you.

Please submit your resume to:

Alan Muir

Parkinson Canada

Manager, Resource Development – Ottawa

alan.muir@parkinson.ca