

**Application Package**

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## **Job Posting**

### **Job Type**

Volunteer

### **Job Description**

#### **About Us:**

What if you could wake up every day with a renewed sense of purpose and direction, confident in knowing that the work you do contributes to the greater good? When you volunteer with H2O Network this could be a fulfilling part of your daily life.

H2O Network is an ever-growing, non-profit, community-based organization. We are a passionate and diverse team of volunteers with one purpose: increasing social inclusion of seniors and creating mutually beneficial intergenerational interactions through different engagements and settings, such as, companionship, mentorship, cohousing, technology transfer/training, etc.

#### **Job Description Summary:**

We are looking for volunteers who are interested in participating in group intergenerational interactions. The ideal candidate must have excellent interpersonal skills and the willingness to help H2O promote a supportive and enthusiastic environment for seniors/older adults.

There is a (10-15 min) presentation followed by a discussion (35-40 min) around the topic where all meeting attendees are welcome to comment, ask and answer questions, as well as share their personal experience and knowledge on the topic. The audience/presenters will be a mixture of H2O young volunteers and older adults.

#### **Roles and Responsibilities:**

- Attending and contributing to virtual groups meetings and conversations with diverse topics and activities (every Thursdays 7:00 – 8:00 pm) For more information:  
<https://www.heartoverheart.com/HIGI/>
- Sharing and presenting what you learned or what you are interested in to the intergenerational group.
- Providing technical support if requested to seniors/older adults by assisting them in installing and utilizing various means of connection and social media platforms.

#### **Time requirement:**

- Around 2 hrs/week for a 6-12-month period

#### **Required/Preferred Skills and Experiences:**

- Must have excellent interpersonal skills, empathy and be an active listener
- An open-minded and non-judgmental individual who can build and maintain relationships
- Someone who is passionate about mental health and enhancing the quality of life for seniors/older adults
- Strong communication skills and willingness to present and speak up in a group setting

### What volunteering with H2O offers

- A challenging and rewarding volunteer opportunity where your work has a direct positive impact on society
- Ability to grow your future career with involvement in all aspects of a non-for-profit organization
- Opportunity to work directly with other top-notch students in a fun, friendly, team environment with an AMAZING team culture
- Significant growth potential quickly leading to leadership roles and/or positions
- As a non-profit, we are constantly evolving, so there is always a place for new ideas and opportunities. Our open culture offers you a chance to learn new skills and develop your leadership and communication skills

For further information about H2O, please visit our website at <https://heartoverheart.com/higi/>

### **COVID-19 considerations**

All our activities such as interviews, meetings, orientations, etc. are being done virtually and we will not have any face-to-face interactions until further notice.

### How to Apply?

Please apply directly on our website: <https://heartoverheart.com/volunteers/>

When applying for this role, please submit your cover letter along with your resume. Please refer to the volunteer opportunity you are applying for in all documents you submit.

We thank all applicants for their interest, but due to the large volume of applications, only short-listed applicants will be contacted.

### Qualifications

Full time student at UBC

Student Learning Components (UBC Vancouver Work Study/Work Learn program)

Teamwork

Leadership

Communication

People skills

### Hours per Week

2

Job Location

Vancouver, British Columbia Canada

Job Nature

Virtual (Online)

Website

<https://heartoverheart.com>

### Additional Documents (**preferred**)

Cover Letter

Experience Level

Current Students in an Undergraduate Program, Current Students in a Masters Program, Current Students in a Phd Program, Graduated with an Undergraduate Degree, Graduated with a Graduate Degree (Masters or Phd)

ID

895284

Salary Type

Volunteer

Organization Type

Not-for-Profit

University of British Columbia. "H2O Volunteer." UBC Job Opportunities. <https://ubc-csm.symplicity.com/students/app/jobs/detail/2d3c6e4a3e7f2896586d6ad83b3d2fde>

740 Clement Ave.  
Kelowna, BC V1Y 0H5

December 3, 2021

Heart Over Heart Volunteer Recruitment  
35 Canyon Ave.  
Toronto, ON M3H 4Y2

Dear Heart Over Heart Recruitment Team,

Please consider my application for the volunteer position at your organization, as advertised on November 30, 2021. I came across the advertisement for the position while searching for volunteer opportunities within my area and those that I could participate in remotely. I am a student in my first year (out of 2 years) of the Bachelor of Dental Sciences, Dental Hygiene Degree Completion Program at the University of British Columbia.

Currently, I also work as a community dental hygienist at Interior Health. As a community dental hygienist, I provide oral screenings and fluoride treatments to infants and toddlers. I am enthusiastic about my work and enjoy educating my clients because I feel as though I have made some sort of difference in their oral and overall health. Since I am primarily working with one age group, I would like to expand my skill set by collaborating with people of all ages. This volunteer position is a great opportunity since it would involve my participation in group intergenerational interactions which involve seniors and older adults.

Volunteerism is a significant aspect of my professional as well as my personal life. I have always been involved with volunteering within my community because I believe that I should give back to my community if I have the means to do so. Learning about others and their stories, as well as sharing my own experiences would be an incredibly impactful opportunity.

Thank you for taking the time to review my application and if you have any questions, please do not hesitate to contact me at [helenet@student.ubc.ca](mailto:helenet@student.ubc.ca)

Sincerely,

*Helene Tran*

**Helene Tran**  
740 Clement Avenue  
Kelowna, B.C. V1Y 0H5  
416-707-9310  
helene.n.tran@gmail.com

**Objective:** To obtain a volunteer position at Heart Over Heart.

**Education:**

University of British Columbia Bachelor of Dental Science in Dental Hygiene	April 2023 (expected)
Niagara College Canada Ontario College Advanced Diploma in Dental Hygiene	Oct. 2020
University of Guelph Bachelor of Science - Biological Science	Sept. 2008 - April 2011
Michael Power St. Joseph High School International Baccalaureate Diploma	May 2008
Extended French Diploma	May 2008

**Qualifications:**

St. Mark's Training CPR/AED HCP	July 2021– July 2024
College of Dental Hygienists of British Columbia Registered Dental Hygienist	July 2021- Feb. 2022
National Dental Hygienist Certification Board National Dental Hygienist Certificate	Oct. 2020

**Work Experience:**

Canada Border Services Agency Bilingual Student Border Services Officer	May 2013 - Sept. 2020
City of Toronto - Parks, Forestry, and Recreation Piano Instructor	Sept. 2007 - Sept. 2018
Au Pair – Bonnet Family in Paris, France	Apr. 2017 - Aug. 2017
French Ministry of National Education English Teacher	Oct. 2014 - May 2017

TDSB Music by the Lake Camp Conductor's Apprentice	June 2012 - June 2012
University of Guelph Department of Food Science Research Assistant to Dr. Keith Warriner	Feb. 2010 - Mar. 2011
City of Toronto Lifeguard/Swim Instructor	June 2007 - Aug. 2009
<b>Volunteer Experience:</b>	
Southridge Shelter REACH Program - Student Dental Hygienist Placement	Sept. 2019 - Feb. 2020
Rapelje Lodge Long Term Care - Student Dental Hygienist Placement	Sept. 2019 - Feb. 2020
Canadian Breast Cancer Foundation CIBC Run for the Cure Volunteer	Oct. 2006 - Oct. 2018
Humber River Hospital Dialysis Unit Volunteer	Sept. 2013 - Sept. 2018
The Hospital for Sick Children Child Life Volunteer	Jan. 2013 - Sept. 2018
Toronto Jazz Festival Box Office/Information Booth Volunteer	June 2009 - Sept. 2018
Habitat for Humanity at the University of Guelph Co-President	Sept. 2011 - Sept. 2012
House Build in Beaumont, Texas	Feb. 2012
Vice-President	Sept. 2010 - Sept. 2011
House Build in Thibodaux, Louisiana	Feb. 2011
Treasurer	Sept. 2009 - Sept. 2010
House Build in Biloxi, Mississippi	Feb. 2010
House Build in Jacksonville, Florida	Feb. 2009
Vietnamese Women's Association of Toronto Program Assistant	Sept. 2005 - 2012
Guelph General Hospital Perioperative/Day Surgery Volunteer	Sept. 2010 - April 2011
St. Clair West Services for Seniors Program Assistant, Piano accompanist	Dec. 2007 - April 2011

References: Available upon request

740 Clement Ave.  
Kelowna, BC V1Y 0H5

December 3, 2021

Rae McFarlane  
Cranbrook Health Centre  
20-23<sup>rd</sup> Avenue South  
Cranbrook, BC V1C 5V1

Dear Rae,

I hope you are doing well since we last spoke. As you are already aware, I am working at Interior Health under your direction, however I am currently seeking volunteer opportunities to apply my knowledge and expand my skill set as I also complete my studies at UBC. I am applying for a volunteer position at Heart Over Heart and would be greatly appreciative if you could be my reference for the position. As a volunteer with that organization, I would be collaborating and participating in group intergenerational interactions which involve seniors and older adults. I believe the communication and leadership skills that I have learned from IH will unequivocally translate into this volunteer position.

Please let me at your earliest convenience if you are comfortable providing a reference for me. I will keep you updated as to when my application will be sent, so that you will know when to expect notification from the organization.

If you have any questions or concerns, do not hesitate to contact me at [helenet@student.ubc.ca](mailto:helenet@student.ubc.ca).

Sincerely,

*Helene Tran*

740 Clement Ave.  
Kelowna, BC V1Y 0H5

December 3, 2021

Shawna Gibb  
Community Health Services Centre  
505 Doyle Ave.  
Kelowna, BC V1Y 0C5

Dear Shawna,

I hope you are doing well since we last spoke. As you are already aware, we are colleagues at Interior Health, however I am currently seeking volunteer opportunities to apply my knowledge and expand my skill set as I also complete my studies at UBC. I am applying for a volunteer position at Heart Over Heart and would be greatly appreciative if you could be my reference for the position. As a volunteer with that organization, I would be collaborating and participating in group intergenerational interactions which involve seniors and older adults. I believe the communication and leadership skills that I have learned from IH as well as the knowledge I have learned under your guidance will unequivocally translate into this volunteer position.

Please let me at your earliest convenience if you are comfortable providing a reference for me. I will keep you updated as to when my application will be sent, so that you will know when to expect notification from the organization.

If you have any questions or concerns, do not hesitate to contact me at [helenet@student.ubc.ca](mailto:helenet@student.ubc.ca).

Sincerely,

*Helene Tran*

740 Clement Ave.  
Kelowna, BC V1Y 0H5

December 3, 2021

Michelle Thibault  
Niagara College Canada  
100 Niagara College Blvd.  
Welland, ON L3C 7L3

Dear Michelle,

I hope you are doing well since we last spoke. I am currently working as a community dental hygienist at Interior Health, however I am also seeking volunteer opportunities to apply my knowledge and expand my skill set as I complete my studies at UBC. I am applying for a volunteer position at Heart Over Heart and would be greatly appreciative if you could be my reference for the position. As a volunteer with that organization, I would be collaborating and participating in group intergenerational interactions which involve seniors and older adults. I have learned so much from you as a dental hygiene student and now as a hygienist. The knowledge I have learned under your guidance will unequivocally translate into this volunteer position

Please let me at your earliest convenience if you are comfortable providing a reference for me. I will keep you updated as to when my application will be sent, so that you will know when to expect notification from the organization.

If you have any questions or concerns, do not hesitate to contact me at [helenet@student.ubc.ca](mailto:helenet@student.ubc.ca).

Sincerely,

*Helene Tran*