



# Salvos Oasis Youth Support Network - Volunteer Receptionist - Surry Hills

## About this opportunity

Oasis Youth Support Network is The Salvation Army's direct response to youth homelessness in Sydney's inner city. Providing over 20 programs and services, Oasis aims to offer critical points of intervention and support for homeless and disadvantaged young people between 16-25 years of age.

We are looking for a team (2-3 volunteers) of Volunteer Receptionists to join our team in Surry Hills. They will be responsible for answering the phones, meeting and welcoming visitors. Joining a dedicated, dynamic and supportive team, this volunteer role is the perfect way for you to support The Salvos and all the work they do to transform the lives of young people.

If this sounds like you, please express your interest to day!

- Have a genuine love of reception / front office and desire to make it their own
- Professional and friendly telephone manner
- Excellent communication skills both verbal and written
- A high level of maturity with the capacity to demonstrate empathy
- Excellent interpersonal skills with the ability to build rapport with diverse groups of people
- Ability to communicate and interact with people from culturally linguistically diverse backgrounds
- Able to work unsupervised to complete set tasks
- Flexible and committed to supporting other team members
- A willingness to partake in training and development workshops
- Able to work with professional discretion and confidentiality
- A genuine interest in supporting marginalised young people
- A respect and willingness to work within the ethos of The Salvation Army

Position will be filled once suitable candidates have been found.

## Additional requirements

National Police Certificate . Working with Children Check .

Write at least 3 key strengths you have that are suitable for this advertisement.

- 1.
- 2.
- 3.