



Arrow Gold - Community Leader - Role Description

Description

The Arrow Community Leader (ACL) will organize and lead employees in volunteer projects and fundraising events. They can represent a division, office group or region with multiple locations (i.e. Lower Mainland, Kamloops, Calgary and Edmonton areas).

- This role is available to all full-time Arrow employees, lease operators and lop drivers.
- The Arrow employee, lease operator or lop driver must be in good standing with the company and have completed any probation period.
- The ACL will work directly with a Company Coordinator and liaise with other ACLs for ideas on creating and promoting volunteer and fundraising events. They will support employees working towards the Arrow Gold programs.
- The ACL will be supported with a “tool-kit” of resources for their role and contribute to the development of the overall program.
- The Arrow Community Leader will receive ACL apparel to wear for events (i.e. jacket, hat, shirts).
- They will be rewarded with a \$400 donation made by Arrow to a charity of their choice at the completion of their term.

Expectations

- This is a one-year term, that can be renewed.
- Participate in team meetings (quarterly and as needed for events).
- If needed, the ACL must be willing to volunteer their own time for this role (reasonable amount they have available).
- The ACL will have the ability to maintain a positive and professional attitude and demonstrate solid communication and leadership skills.
- They should offer an overall motivating philanthropic attitude towards the programs.
- An employee may be removed from this role at any time if their ‘good standing with the company’ diminishes or does not exhibit a professional attitude towards this role.

Process

- Interested employees will review the role description.
- An informal interview will be completed with the employee (i.e. 15 min phone call).
- The application form is completed.
- A review completed with the employee’s manager.
- A commitment contract completed.
- The goal is to ensure clear expectations and the employee is a good match for the role.

If you have any questions and/or are interested in becoming a Community Leader, please email community@arrow.ca.