

## **MARGE Volunteer Opportunities:**

As our membership grows, more and more effort is required to keep our organization up to date and running efficiently. Currently MARGE has been relying on its Executive Officers and a few dedicated staff (all volunteers) to perform a variety of management, technical and office functions.

The following opportunities exist for either Full time volunteer staff persons (1/2 day per week commitment) or for casual support staff (needed to assist at busy times or when the current staff are unable to be in the office):

### **VICE PRESIDENT:**

A volunteer with managerial experience, and computer literate; is needed to train in this position with the objective of assuming the role full time at a future date, when the current Vice President moves up to President. Must be a regular member.

### **Assistant Accountant:**

A volunteer with experience in financial accounting and the use of Quickbooks, is needed to learn the accounting procedures for MARGE. This person will serve as a backup to assist our current Treasurer and would function as a casual member of the volunteer team, and possibly take over the position when Treasurer decides to retire. Must be a regular member.

### **Benefits Committee Members:**

Volunteers are needed to assist on this Committee and become members of the Benefits Committee. Previous experience would be an asset. Many of our members use the various valuable benefits offered through our insurance plans. We are looking for a representative from each of our main retiree groups in MARGE, such as Civil Service, RHA, Community Colleges, MPI, Hydro, Municipality, MGEU Staff.

### **General Office Staff:**

Office personnel are required on a casual basis to help keep the office running smoothly. Limited experience is necessary. Jobs include filing and writing receipts, and computer input operator relief personnel.

If you think that you are able to help out in any of the above positions,

Please contact: **MARGE: 204-956-0045** on Tuesday mornings from 8 am to 12 pm.

This is **YOUR** Association; together we can make it even better than it already is.