

The StoryBridge Network Volunteer Role Description

Role Title: Program Coordinator – Open Circle Outreach

Program Area: Community Storytelling Programs

Location / Format: Primarily in-person in Winnipeg and surrounding areas, with some remote coordination

Supervisor: Executive Director

Start Date: As soon as possible

Estimated Time Commitment: Approximately 3–6 hours per month, depending on event scheduling

About The StoryBridge Network

The StoryBridge Network is a community-driven organization that uses storytelling and creative expression to foster resilience, inclusion, and social change. Through workshops, storytelling programs, and partnerships with community organizations, StoryBridge creates spaces where diverse lived experiences can be shared and valued.

StoryBridge operates using a collaborative leadership model in which volunteers contribute meaningfully to programs, projects, and organizational development.

We welcome applications from newcomers, youth, and individuals seeking Canadian work experience.

About the Program: Open Circle Outreach

Open Circle Outreach is a low-barrier storytelling initiative designed to reduce social isolation and strengthen community connection.

Each Open Circle gathering brings together participants for a facilitated storytelling or expressive arts session in a welcoming and culturally conscious space. These events provide opportunities for reflection, dialogue, and community building while supporting mental well-being and a sense of belonging.

Typical Open Circle events include:

- 90–120 minute storytelling or expressive arts workshops
 - approximately 10–20 participants
 - guest facilitators or artists
 - community-based venues such as libraries or partner facilities
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Role Purpose

The **Program Coordinator – Open Circle Outreach** supports the planning and coordination of these community storytelling events.

Working with the Executive Director, community partners, and guest facilitators, the coordinator helps ensure that Open Circle events are well-organized and accessible to community participants.

Key Responsibilities

Responsibilities may include:

- coordinating scheduling and planning for Open Circle events
 - confirming venue arrangements with community partners
 - supporting outreach and participant recruitment
 - coordinating communication with guest facilitators
 - organizing materials or supplies required for sessions
 - supporting volunteer coordination during events
 - assisting with event documentation and evaluation activities
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Skills and Qualities

This role is well-suited to someone interested in community engagement and storytelling initiatives.

Helpful qualities may include:

- strong organizational and communication skills
- ability to coordinate schedules and logistics
- interest in community storytelling and dialogue
- reliability and attention to detail
- comfort working with diverse community participants

Experience in community programs or event coordination is helpful but not required.

Volunteer Benefits

Serving as **Program Coordinator – Open Circle Outreach** provides an opportunity to gain experience in community program coordination and nonprofit initiatives.

Volunteers may gain experience in:

- community event coordination
- outreach and partnership collaboration
- nonprofit program logistics
- storytelling-based community engagement

This is a volunteer leadership role and does not include an honorarium.

Code of Conduct and Confidentiality

Volunteers are expected to uphold StoryBridge's policies and values, including respect for participants, staff, and fellow volunteers.

Volunteers must maintain confidentiality regarding personal stories shared during storytelling circles.

Accessibility and Inclusion

StoryBridge welcomes volunteers from all backgrounds, identities, and abilities. We are committed to creating accessible opportunities and will work with volunteers to support their participation whenever possible.

How to Apply

Interested individuals are invited to complete a volunteer application and provide a short statement of interest describing their interest in the Open Circle Outreach Program Coordinator role.

Shortlisted applicants may be invited to an informal conversation to discuss the role and ensure a good fit for both the volunteer and the organization.

For more information, please contact:

Dr. Patlee Creary
Executive Director, The StoryBridge Network
By email: info@thestorybridge.ca