



Volunteer Opportunities

The following FFSC Volunteer positions are currently available:

Certification Preparation Support

- Supports finalizing of Standard Operating Procedures for the Certification process.

Information and Referral Programs/Receptionist*

- Takes registration for FFSC classes, performs basic information and referral functions, and provides initial response to all client inquiries. Performs administrative duties as assigned.

Inter-Cultural Relations Assistant *

- Organizes materials and assembles Welcome Aboard Packages (Indoc/ICR) for future Sigonellans. Assists in ICR field trips to Catania, Motta Sant'Anastasia as well as assisting during the Spouse Orientation Trips, when using public transportation.

Marketing Assistant

- Supports Marketing with copying, folding, cutting, binding and mailing duties. Experience with Microsoft Office a plus!

Other

- Provides special program support as needed, for areas experiencing sudden growth and/or critical changes.

*Multiple positions available.