



VOLUNTEER OPPORTUNITY

Volunteer Title: Technology Program Volunteer
Reports To: Mingchen Li, Healthy Living Director
Job Location: Varies – Seattle-Columbia City/Hillman City (Main Campus/Rehab & Care Center, Community Center, Supportive Housing), Bellevue (Community Center)
Hours/Schedule: To be worked out with volunteer - Weekdays or Weekends, between 9am-5pm

ABOUT KIN ON

Kin On is a non-profit organization rooted in the Asian community for more than 35 years. Kin On's mission is to honor and support our Asian elders and families by offering culturally Asian and linguistically appropriate healthcare services in a healthy living community. Kin On is an aging-friendly community which includes the Rehab & Care Center and Supportive Housing facilities. Additionally, Kin On offers Home Care, Social Services, Health Home and Healthy Living program serving Asian older adults in our community.

JOB DESCRIPTION

Kin On is looking for a positive, empathetic, patient, and professional volunteer who can assist with our technology program. Volunteers will teach seniors in the local community how to do video calls and other basic technology skills at home or on-site at our community centers. Assistance may include one-on-one tutoring or group tutoring classes.

ROLE AND RESPONSIBILITIES

- Provide a safe and welcoming experience to community members with various backgrounds, personalities, and levels of digital literacy.
- Answer questions over video call and in person and assist with a wide variety of technical issues.
- Ability to troubleshoot common hardware/software issues
- Experience providing technical support

MINIMUM QUALIFICATIONS

- Professional, high energy, positive, empathetic, patient, and professional attitude
- Strong knowledge of PC troubleshooting and repair
- In-depth knowledge of Windows OS (Win 7, 8, 10)
- Knowledge of basic Windows/Apple hardware and software desired, but not mandatory
- Valid driver's license and clean driving record
- Fluency in English may be required
- Fluency in Mandarin/Cantonese a plus

BENEFITS TO VOLUNTEER

Not only can volunteering benefit the residents and seniors at Kin On or in the community, there is research that reveals volunteering is just as good for you, the volunteer!

Some of those benefits include expanding social connections, reducing stress and anxiety, increased self-confidence, providing individuals with a sense of purpose and helping people to stay physically healthy.

HOW TO APPLY:

Please complete an application online at <https://kinon.org/join-us/give/volunteer/>.

Kin On is An Equal Opportunity Employer. Kin On prohibits discrimination and harassment against any employee or applicant for employment because of race, color, age, religion, sex, national origin, sexual identity or expression, sexual orientation, disability, veteran, military or marital status, genetic information or any other protected status.