



## VOLUNTEER POSITION DESCRIPTION

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### WALK COMMITTEE MEMBER – CANADA WALKS FOR BLADDER CANCER

**ROLE:** As a member of the Walk Committee, you will be responsible for organizing certain aspects of planning and executing a regional walk for Canada Walks for Bladder Cancer.

**Bladder Cancer Canada is the first and only Canadian patient advocacy organization dedicated to bladder cancer issues.**

Bladder Cancer Canada (BCC) is committed to providing comprehensive support, raising awareness, and funding crucial research initiatives. As a national charitable non-profit organization, BCC plays a vital role in supporting patients and their loved ones by offering platforms for education, connection and shared experiences.

#### **Bladder Cancer Canada's Vision**

Through patient support, awareness and research, our vision is to create a world where bladder cancer is just a memory

#### **Bladder Cancer Canada's Mission**

- **Support:** Help bladder cancer patients and their support teams address the day-to-day issues of the disease
- **Awareness:** Increase awareness of bladder cancer among the public and medical community
- **Research:** Fund innovative research which pursues the diagnosis, treatment and elimination of bladder cancer

#### **Job Overview**

Role: As a member of the Walk Committee, you will be responsible for organizing certain aspects of planning and executing a regional walk for Canada Walks for Bladder Cancer.

#### **Committee Roles Include:**

- **Logistics Lead** – Responsible for all event logistics, such securing a location, mapping out volunteer roles, tracking materials needed on-site, booking tents, table, entertainment, first aid etc.
- **Marketing/Promotions Lead** - Responsible for executing a social media and marketing campaign that promotes and creates awareness for your local walk event.
- **Recruitment Lead** - Responsible for getting your community involved and excited for Canada Walks for Bladder Cancer.
- **Sponsorship Lead** - Responsible for approaching local businesses and securing donations of either monetary or specific items needed for your walk (i.e., food, tents, sound equipment, etc.)
- **Registration Lead** - Responsible for training registration volunteers and managing the registration/check-in on the event day.

#### **Additional Responsibilities:**

- Register for the event, and encourage friends and family to join you

- Act as a liaison between the Bladder Cancer Canada and your local volunteers and community members
- Actively promote the walk in your community
- Maintain records of your planning activities
- Assisting the Walk Coordinator and other committee members as needed
- Attend the walk itself and oversee all aspects of the day in September

Qualifications:

- Passion for event planning and volunteering
- Experience with fundraising and event organization is an asset but not required if you have good planning skills
- A critical thinker able to actively problem solve issues
- Motivated, dependable, and trustworthy
- Excellent communication skills
- Email accessibility and a moderate level of computer skills
- Knowledge of bladder cancer and Canada Walks for Bladder Cancer (personal or otherwise) is an asset but not necessary.

Training:

- General BCC Volunteer Orientation
- Walk Planning Resources
- Regular conference calls and extensive support provided by National Development Manager

Time Commitment & Location:

- Work from home
- 5-month term (Walks held in September)
- 2-3-hours per week, volunteers to set their own schedule with higher time commitment closer to the event

Benefits to volunteers:

- Opportunity to learn more about bladder cancer and to share knowledge and experience
- Opportunity to develop and practice event planning and communication skills
- Raising essential funds to support bladder cancer research
- Opportunity to meet new people and network
- Gratification in knowing you are helping others

**Please submit your application (resume, cover letter) to [justink@bladdercancercanada.org](mailto:justink@bladdercancercanada.org) by May 1, 2026. In your email confirm that you live in Prince Edward Island and let us know if you have any event experience.**

***I acknowledge that I have read the above position description in its entirety and fully understand all duties and responsibilities.***

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**Volunteer Name**

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**Volunteer Signature**

\_\_\_\_\_  
**Date**