



Volunteering Opportunities

Building Stronger Communities, *Together*

Filos Community Services

Vision

To see effective functioning of individuals and families

Mission

To build resilience and empower individuals and families

Services

Family, Children and Youth Assistance & Referral
Community Engagement

Eldercare

Key Partnerships

Private Sector

- Bloomberg L.P.
- Cognizant
- DBS Bank Ltd
- Verizon Communications Inc.

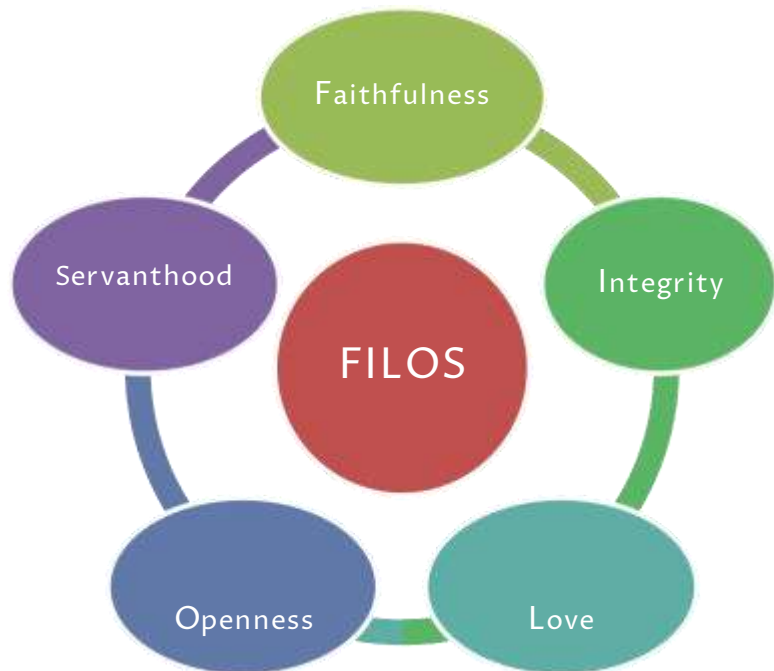
Public Sector

- Agency for Integrated Care
- Changi General Hospital
- Health Promotion Board
- Institute of Mental Health
- Ministry of Culture, Community and Youth (MCCY)
- Ministry of Health, Council of 3rd Age
- Ministry of Social and Family Development, Social Service Office
- National Council of Social Services (NCSS)
- Singhealth Polyclinic
- Temasek Polytechnic

People Sector

- South East Community Development Council
- Sunlove Senior Activity Centre
- PPIS Family Service Centre
and many more...

Our Core Values



About Filos

- Founded in 2004
- Registered charity and member of NCSS since 18 Nov 2005
- Institute of Public Character since 2006
- Appointed as the SG Cares Volunteer Centre @ Bedok in 2019
- Appointed as an Active Ageing Centre for KCC in 2021

MILESTONES

- Family Life Ambassador (MSF) since 2005
- Community Care Local Network (SEDC) since 2005
- Sexuality Programmes in Schools (HPB) since 2011
- Eldersitter Programme for Seniors with Dementia (AIC) since 2012
- Care in the Community Programme, providing integrated social and healthcare to vulnerable elderly (AIC) since 2016
- Community Befriending Programme for isolated seniors (MOH) since 2016
- Community Resource, Engagement and Support Team (CREST, AIC) since 2017
- Parent Plus Programmes since 2018
- Community Intervention Team (COMIT, AIC) since 2019
- Appointed as the SG Cares Volunteer Centre @ Bedok Town (MCCY) in 2019
- Awarded the Charity Transparency Awards 2019 (Charity Council)
- Appointed as an Active Ageing Centre for Kembangan-Chai Chee (MOH) in 2021

Filos Community Services

Strong families form the basic core of healthy communities. Nurturing and transmission of values and character takes place in the safety of the home environment.

Aim

To build the resilience of families by empowering spouses, parents and children with skills to strengthen their relationships with one another, as they support and encourage one another through the ups and downs of life.

Programmes

Parents Plus Early Years' Programme (PPEY)

Parents Plus Children's Programme (PPCP)

Parents Plus Adolescent Programme (PPAP)

Parents Plus Special Needs Programme (PPSN)

Parents Plus Healthy Families Programme (PPHF)

Other Talks and Workshops



Family, Children and Youth

Building Strong Marriages & Resilient Families

Family Life

- Parents Plus programmes are evidence-based parenting programmes that draw on well-researched ideas on parent- child communication, relationship building and behaviour management. They aim to help parents find ways to help their children by:
 - Solving parenting problems in a positive way that helps children learn
 - Managing difficult behaviour and discipline problems
 - Helping their children be more cooperative and to learn to keep to rules
 - Helping their children learn so as to reach their full potential at school
- Other Talks and Workshops Topics including:
 - Parent-Child Relationship
 - Cyber wellness
 - Discipline
 - Personal, Character and Values Development
 - Talking to your Child about Sexuality
 - Transition to Primary/Secondary School
 - Work Life Balance
 - Healthy Marriage

Filos Community Services

Every child deserves equal access to all opportunities and resources. A holistic development through imparting character education and life skills is key in building the resiliency of our next generation to cope with modern day demands.

Aim

To build the resilience of the younger generation through character education and imparting of life skills that will nurture them to fulfil their potential.

Programmes

Tuition Programme

Little Sprouts Phonics Programme

The Reading Room

The Early Learning Programme

Green Spot Activity Centre

Sexuality Education Programmes

Total Recall Lifeskills Programme



Children & Youth

- Filos provides a weekly tuition programme in a safe, caring and fun learning environment for primary school students. The tuition sessions are conducted for the core subjects including English, Mathematics and Science.
- The Little Sprouts Phonics Programme is conducted weekly to support preschool children (4 - 6 years old) from vulnerable backgrounds in learning to read and write in English through the use of phonics.
- The Reading Room is a weekly reading programme to support literacy in young children (4 – 8 years old) from vulnerable backgrounds. The programme aims to cultivate a love for reading through storytelling. The Early Learning Programme supports the children in learning English and numeracy skills
- The Green Spot aims to equip children, youth and families with the knowledge and skills to develop resilience and adopt a healthier lifestyle. Parents are also invited for some outings to provide opportunities for parent-child bonding.
- Filos' Sexuality Education Programmes enable students to acquire sound values and skills to take them through life as responsible individuals. These programmes include:
 - eTeens (HPB - Sec 3, Junior College and ITE students)
 - Love Matters (Special Needs students)
- The Total Recall Lifeskills Programme raises awareness of ageing issues, especially dementia, among children and youth, preparing them to be the next generation of caregivers in Singapore's ageing society

Filos Community Services

A strong network of community-based social and financial support is essential in providing immediate relief to residents and families in need.

Aim

To extend and reach out to needy individuals and families in a time of need through economic relief, information and referral services and counselling services.

Programmes

Bursary and Scholarship Awards

Bread and Food Ration Distribution

Blessing Projects

Information and Referral Services to other Community Partners

Counselling Services for individuals, married couples and families



Assistance & Referral

Extending a Helping Hand in a Time of Need

Assistance & Referral

- Bursary and Scholarship Awards are given once a year to students who have shown improvement in their studies within the year
- Bread and food rations are distributed door-to-door to individuals and families in Chai Chee every first Saturday of the month
- Groceries and festive goodies are distributed to needy families during festive seasons
- Filos provides information and referral to other organisations for services beyond what Filos offers
- Filos provides counselling services for individuals, married couples and families

Filos Community Services

Cultivating a strong sense of community, leveraging its strengths and empowering its stakeholders to build a community of care in Bedok Town.

Aim

To engage volunteers, partners and stakeholders in identifying the strengths and needs of the community and to journey together to address these needs through volunteerism.

Initiatives

Network Meetings

Productive Ageing Scheme

Tag Team Volunteerism

Volunteer Recruitment Talks

Volunteer Training & Resources



Community Engagement

Building a Caring Community

Community Engagement

- Filos Community Services serve dual roles as both a **Social Service Agency** and the **Volunteer Centre @ Bedok**. We coordinate and drive volunteerism efforts within Bedok Town via:
 - Gathering needs of beneficiaries from Social Service Agencies (SSAs) in Bedok Town through network meetings
 - Engaging individual and organisational (corporates, schools, ground up enterprises) volunteers
 - Matching of volunteers with the needs of SSAs
 - Building volunteers' capabilities through training workshops and curation of relevant training resources
 - Creating partnerships and collaborations to develop sustainable volunteerism
- Some of our initiatives include:
 - Productive Ageing Scheme to encourage senior volunteerism
 - Tag Team Volunteerism to encourage groups of volunteers to engage in regular volunteerism through a tag team system
 - Volunteer Recruitment Talks to provide potential volunteers with more information on the beneficiary groups and equip them with basic volunteering skills so that they may feel more confident in starting their volunteering journey
 - Volunteer Training Workshops and Communities of Practice of volunteers that support, encourage and learn from each other in their volunteering journey
 - Network meetings that bring private, public and people sector together to form a network of care for beneficiaries in Bedok Town

Filos Community Services

A one-stop, home based, value-added service of health and social care for elderly living in the Kembangan-Chai Chee community, through Active Ageing, Befriending and Care and Case Management.

Aim

To build a community that fosters social inclusion and engagement, allowing older persons of all ages to age in place, living their golden years in familiar surroundings which they are happy to call HOME.

Programmes

Active Ageing Centre (AAC)

- Active Ageing Programmes
- Befriending Programmes
- Care Support

Community Mental Health Services

- CREST (Community Resources, Engagement & Support Team)
- Eldersitter Programme
- Caregiver Support Programme
- COMIT (Community Intervention Team)

Advance Care Planning



Eldercare

Integrating Health and Social Care

Eldercare

- Active Ageing Centre (AAC)
Seeks to improve the health outcomes of seniors living in the community through provision of a suite of programmes to help seniors live healthier lives and support their aspirations to age in place. AAC's main objectives are to:
 1. Reverse frailty among the elderly through exercise;
 2. Educate seniors on eating well by broadening their knowledge on nutrition and healthy food preparation;
 3. Encourage mind stimulation through creative activities such as making decoupage, T-shirt painting etc.
- Befriending
 - Reaching out to isolated seniors, as well as seniors living with chronic diseases or who are frail
 - Volunteer befrienders support seniors through regular tele-befriending and home visits
- Community Mental Health Services
 - CREST (Community Resources, Engagement & Support Team) supports persons who are at risk of or have mental health issues with befriending and linkage services
 - Eldersitter Programme serves seniors with dementia through home-based therapeutic cognitive activities
 - Caregiver Support Programme provides caregivers with emotional support and knowledge on mental health issues to assist them in caring for loved ones at home
 - COMIT (Community Intervention Team) Programme provides intervention and case management services for clients with mental health issues

VOLUNTEER WITH US!

*Building Stronger
Communities, Together!*

Aim

To build a more caring &
inclusive neighbourhood and
community.

Volunteering Opportunities

Family, Children and Youth

Assistance and Referral

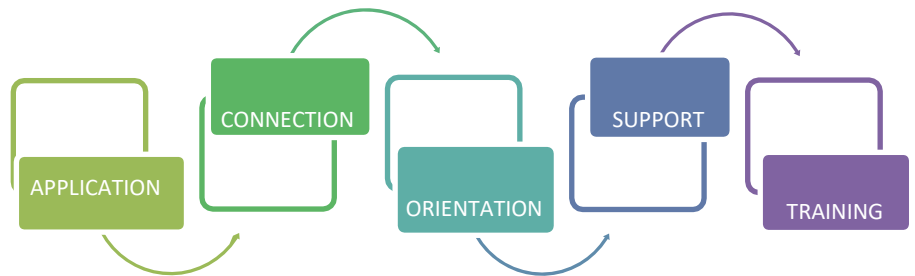
Eldercare

Administrative Support

Special Projects

The Filos Volunteering Journey

Every great journey begins with a first step. We are so glad to have you on board with us. Here's an overview of the journey of a Filos volunteer:



Joining the Filos Family

Begin your journey with us by completing and submitting the Volunteer Application Form. This would allow us to know you better and kickstart a meaningful volunteer partnership with you.

Connecting and Meeting Us

We will then invite you to meet with our Community Engagement staff and Programme IC to get to know you more and explore the volunteering interests. We will also share more about our organisation and beneficiaries with you as we identify matching volunteer roles for you.

Supporting You

As you commence volunteering, our Programme IC will orientate and provide regular support. To help you carry out your role effectively, we will also provide regular training.

We look forward to serving with you and hearing from you how best we can continue to serve the community together. And most importantly, we will grow together.

Alone we can do so little; together we can do so much.

Helen Keller

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Volunteering Opportunities

Outings for Families, Children and Youth (under Green Spot Activity Centre)

Tuition Programme

Little Sprouts Phonics Programme

The Reading Room

The Early Learning Programme

Green Spot Activity Centre

FAMILY, CHILDREN AND YOUTH

FREQUENCY	PROGRAMME DETAILS
Ad-Hoc	<p>Outings for Families, Children and Youth (under Green Spot Activity Centre)</p> <p>Mode of Volunteering: Physical Role: Outing Organiser / Facilitator Scope: To plan, coordinate and facilitate outings for families/children/youth to allow them to spend quality time exploring new activities together while building resilience and learning about healthy lifestyle habits.</p> <p>Date: To be discussed Time: To be discussed Venue: Varies, dependent on activity Requirements:</p> <ul style="list-style-type: none"> • At least 17 years old • No experience required • Able to lead and facilitate outings • Relevant experience in befriending children and/ or families would be an advantage • Mature, independent, proactive and reliable • Sponsorship of the activity would be appreciated
Regular	<p>Tuition Programme</p> <p>Mode of volunteering: Physical / Virtual Role: Tutor Scope: To support Primary 1 to Primary 6 by helping them to cope academically with their studies in school. The tuition sessions are conducted on the core subjects including English, Mathematics and Science</p> <p>Date: Every Thursday Time: 1-hour slot between 3pm - 9pm Venue: Online / Onsite at Filos office Minimum Commitment Period: 6 months Requirements:</p> <ul style="list-style-type: none"> ▪ At least 17 years old ▪ Teaching background or familiarity with latest curriculum would be an advantage ▪ Mature, independent, reliable and able to lead ▪ Proficient in the subjects of English, Math or Science ▪ For virtual tutoring, the volunteer must be comfortable with using online video-conferencing tools (E.g. Zoom, Google Meets)

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Volunteering Opportunities

Outings for Families, Children and Youth (under Green Spot Activity Centre)

Tuition Programme

Little Sprouts Phonics Programme

The Reading Room

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Green Spot Activity Centre

FAMILY, CHILDREN AND YOUTH

FREQUENCY	PROGRAMME DETAILS
Regular	<p>Little Sprouts Phonics Programme</p> <p>Mode of volunteering: Physical Role: Phonics and Reading Teacher Scope: To support preschool children (4 – 6 years old) from vulnerable backgrounds in learning to read and write in English through the use of phonics.</p> <p>Date: Every Tuesday Time: 4pm – 5pm Venue: Onsite at Filos office Minimum Commitment Period: 6 months Requirements:</p> <ul style="list-style-type: none"> ▪ At least 17 years old ▪ Teaching background or experience in conducting class for preschoolers would be an advantage. Retired/former educators and homemakers are welcome to join us. ▪ Mature, independent, reliable, and able to lead ▪ Proficient in English, Phonics & Literacy ▪ Physical volunteering: Able to manage up to 5 pre-schoolers in a classroom setting
Regular	<p>The Reading Room</p> <p>Mode of volunteering: Virtual Role: Storyteller Scope: To cultivate the love of reading, in young children (4-8 years old), through storytelling and help them build a good foundation before they enter primary school.</p> <p>Date: Every Friday Time: 4.00pm - 4.30pm Venue: Online Minimum Commitment Period: 6 months Requirements:</p> <ul style="list-style-type: none"> ▪ At least 15 years old ▪ Mature, independent, reliable, and able to lead ▪ Proficient in English ▪ Virtual volunteering: Comfortable with using online video-conferencing tools (E.g. Zoom, Google Meets) ▪ Retired/former educators and homemakers are welcome to join us

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Volunteering Opportunities

Outings for Families, Children and Youth (under Green Spot Activity Centre)

Tuition Programme

Little Sprouts Phonics Programme

The Reading Room

The Early Learning Programme

Green Spot Activity Centre

FAMILY, CHILDREN AND YOUTH

FREQUENCY	PROGRAMME DETAILS
Regular	<p>The Early Learning Programme (ELP)</p> <p>Mode of volunteering: Physical/Virtual Role: ELP Teacher Scope: To teach and guide young children from vulnerable backgrounds attain age-appropriate literacy and numeracy skills necessary for their primary school years.</p> <p>Date: Every Tuesday Time: 3pm – 4pm / 4pm – 5pm Venue: Onsite at Filos office Minimum Commitment Period: 6 months Requirements:</p> <ul style="list-style-type: none"> ▪ At least 17 years old ▪ Teaching background or experience in conducting class for young children would be an advantage. Retired/former educators and homemakers are welcome to join us. ▪ Mature, independent, reliable, and able to lead ▪ Proficient in English, Phonics, Literacy and Numeracy ▪ Able to manage both 1-to-1 or 1-to-2 children in both classroom and online setting
Ad-hoc	<p>Green Spot Activity Centre</p> <p>Mode of volunteering: Physical Role: Activity Organiser/Coordinator Scope: To plan activities for children, youth and/or their families to help equip them with the knowledge and skills to develop resilience and adopt a healthier lifestyle.</p> <p>Date: 2nd and 4th Wed (School Term) / Weekday (School Holidays) Time: 4pm – 5pm (School Term) / To be discussed (School Holidays) Venue: Onsite at Filos Office / External location, depending on activity</p> <p>Requirements:</p> <ul style="list-style-type: none"> ▪ At least 17 years old ▪ Able to plan and coordinate activities for children ▪ Mature, independent, reliable, and able to lead ▪ Where materials and resources are required, sponsorship will be appreciated ▪ Teachers in charge of school groups should be actively involved in the planning of activities

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Volunteering Opportunities

Bread and Food Ration
Distribution

Blessing Projects

ASSISTANCE & REFERRAL

FREQUENCY	PROGRAMME DETAILS
Ad-hoc	<p>Bread and Food Ration Distribution (Waves of Blessing)</p> <p>Mode of Volunteering: Physical Role: Community Outreach Scope: To pack and distribute food rations door-to-door</p> <p>Day: First Saturday of the month Time: 9.30am – 1pm Venue: Kembangan-Chai Chee Number of volunteers: 12 (including 3 drivers with own cars) Requirements: <ul style="list-style-type: none"> • No prior experience required • Able to converse in basic Chinese, Malay or dialects an advantage </p>
Ad-hoc	<p>Blessing Projects</p> <p>Mode of Volunteering: Physical Role: Community Outreach through distribution of festive goodies</p> <p>Date/Time: Festive seasons – <i>To be discussed</i> Venue: Kembangan-Chai Chee Number of Volunteers: To be discussed Requirements: <ul style="list-style-type: none"> ▪ No prior experience required ▪ Able to converse in basic Chinese, Malay and dialects an advantage ▪ Sponsorship of items would be appreciated </p>

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Volunteering Opportunities

Active Ageing Centre (AAC)

- HAPPY Interest Group
- Active Ageing Programmes
- Active Ageing Programme – Outings

Befriending

- AAC Buddy and Befriending Programme
- More Than Friends Programme

Medical Escorts

Activity Escorts

ELDERCARE

FREQUENCY	PROGRAMME DETAILS
Regular	<p>HAPPY Interest Group (Role: Activity Facilitator)</p> <p>Mode of volunteering: Physical Scope: To conduct the exercise, support and facilitate the smooth running of the HAPPY Interest Group.</p> <p>Date: Tuesday / Thursday / Friday Time: 10am – 11am Venue: Chai Chee Minimum Commitment Period: Weekly or fortnightly for 6 months Requirements:</p> <ul style="list-style-type: none"> ▪ At least 17 years old ▪ Friendly and patient with a passion to care for the elderly ▪ Mature, independent, proactive and reliable ▪ Ability to converse in basic English, Mandarin/Malay or dialects would be an advantage ▪ Organised, purposeful and a good team player
Regular / Ad-hoc	<p>Active Ageing Programmes (Role: Activity Organiser / Coordinator)</p> <p>Mode of volunteering: Physical Scope: Plan and coordinate active ageing programmes for seniors in Chai Chee. Contribute your skills and engage our seniors during the programmes. Activities can include (but are not limited to) arts and crafts, games, exercises, nutrition classes and health talks.</p> <p>Date: Weekdays Time: 10am – 11am / 3pm – 4pm Venue: Filos Office at Blk 55 Chai Chee Drive Minimum Commitment Period: Weekly for at least a month. For certain activities, such as health talks, one-off sessions can also be explored. Requirements:</p> <ul style="list-style-type: none"> ▪ At least 17 years old ▪ Friendly, patient, care for the elderly ▪ Proficient in basic Microsoft Office such as Excel and Word ▪ Able to plan and coordinate the activities as well as engage the seniors ▪ Mature, independent, adaptable and reliable ▪ Ability to converse in English, Mandarin/Malay and dialects would be an advantage. ▪ Organised, purposeful and a good team player

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Volunteering Opportunities

Active Ageing

- HAPPY Interest Group
- Active Ageing Programmes
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Medical Escorts

Activity Escorts

ELDERCARE

FREQUENCY	PROGRAMME DETAILS
Regular	<p>Active Ageing Programmes (Role: Activity Facilitator)</p> <p>Mode of volunteering: Physical/Virtual Scope: To facilitate and support the smooth running of our active ageing programmes. The duties of the facilitators may include but are not limited to logistics set up, ensuring the safety of participants and helping to engage the participants. The activities range from craftwork, games, exercises to health talks.</p> <p>Date: As required on weekdays Time: As required from 10am – 11am / 3pm – 4pm Venue: Filos Office at Blk 55 Chai Chee Drive Minimum Commitment Period: 3 months or more Requirements:</p> <ul style="list-style-type: none"> ▪ At least 17 years old ▪ Friendly, patient, care for the elderly ▪ Proficient in basic Microsoft Office such as Excel and Word ▪ Physically healthy - able to help with logistics set up ▪ Mature, independent, adaptable and reliable ▪ Ability to converse in basic English or Mandarin is a must. Able to converse in Malay and dialects would be an advantage. ▪ Organised, purposeful and a good team player
Ad-Hoc	<p>Active Ageing Programme - Outings</p> <p>Mode of volunteering: Virtual Role: Activity Organiser / Facilitator Scope: To plan, coordinate and facilitate outings, for seniors, that promote social interaction, community involvement and active ageing.</p> <p>Date/Time: To be discussed Venue: To be discussed Number of Volunteers: Depends on the activity Requirements:</p> <ul style="list-style-type: none"> ▪ At least 17 years old ▪ No experience required ▪ Able to lead and facilitate outings as well as befriend the seniors ▪ Relevant experience in befriending seniors would be an advantage ▪ Mature, independent, proactive and reliable ▪ Ability to converse in basic Mandarin, Malay and dialects would be an advantage ▪ Sponsorship of the activity would be appreciated

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Active Ageing

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Medical Escorts

Activity Escorts

ELDERCARE

FREQUENCY	PROGRAMME DETAILS
Regular	<p>Senior Befriending Programmes</p> <p>Mode of volunteering: Hybrid – Physical and Virtual Role: Befriender Scope: To befriend, assist and empower elderly members of the community, and to encourage them to attend holistic active ageing programmes.</p> <p>Frequency: Weekly phone calls and/or house visits to each beneficiary per month Time: Flexible Minimum Commitment Period: 6 months Requirements:</p> <ul style="list-style-type: none"> ▪ At least 21 years old ▪ Singaporean or Permanent Resident ▪ Passionate about working with seniors to promote active ageing ▪ Positive, patient and willing to lend a listening ear ▪ Ability to converse in basic Mandarin, Malay or dialects would be an advantage ▪ Submit a simple monthly report online
Regular	<p>Senior Buddying (AAC B&B)</p> <p>Mode of volunteering: Physical Role: Buddy Scope: To befriend, assist and empower elderly members of the community, and to encourage them to attend holistic active ageing programmes.</p> <p>Frequency: Minimally 1 phone call a month and 1 house visit every 3 months Time: Flexible Minimum Commitment Period: 6 months Requirements:</p> <ul style="list-style-type: none"> ▪ At least 21 years old ▪ Singaporean or Permanent Resident ▪ Passionate about working with seniors to promote active ageing ▪ Positive, patient and willing to lend a listening ear ▪ Ability to converse in basic Mandarin and dialects would be an advantage ▪ Submit a simple monthly report online

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Volunteering Opportunities

Active Ageing

- HAPPY Interest Group
- Active Ageing Programmes
- Active Ageing Programme – Outings

Befriending

- AAC Buddy and Befriending Programme
- More Than Friends Programme

Medical Escorts

Activity Escorts

FREQUENCY	PROGRAMME DETAILS
Ad-hoc	<p>Medical Escorts</p> <p>Mode of volunteering: Physical Role: Medical Escort Scope: To accompany a senior to the clinic/hospital for their scheduled medical appointments and offer care, support and assistance to them.</p> <p>Date: As required Time: As required Venue: To and fro between beneficiary's home and the clinic / hospital</p> <p>Requirements:</p> <ul style="list-style-type: none"> ▪ At least 21 years old ▪ Enjoys spending time with elderly ▪ Meticulous with details for prescriptions, follow-up appointments and payment ▪ Healthy, mobile and able to assist elderly on wheelchairs or support them to board public transportation (training required) ▪ Positive, patient and adaptable to changes ▪ Ability to converse in English, Mandarin/Malay/dialects would be an advantage
Ad-hoc	<p>Activity Escorts</p> <p>Mode of volunteering: Physical Role: Activity Escort Scope: To accompany a senior to the Filos Active Ageing Centre for activities and back to their homes. The clients may be frail and/or on wheelchairs.</p> <p>Date/Time: As required, on weekdays Venue: To and fro between beneficiary's home and Filos' Active Ageing Centre</p> <p>Requirements:</p> <ul style="list-style-type: none"> ▪ At least 18 years old ▪ Responsible and mature ▪ Physically fit to escort elderly client(s) to and fro between their homes and Filos office ▪ Passionate about engaging the elderly and keeping them active ▪ Ability to speak Chinese and/or dialects would be an advantage

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Volunteering Opportunities

Virtual Events

Administrative Support

Programme Operations Support

Community Partnership
Ambassador

Community Brand Ambassador

ADMINISTRATIVE SUPPORT

FREQUENCY	PROGRAMME DETAILS
Ad-Hoc	<p>Virtual Events</p> <p>Mode of Volunteering: Virtual Role: Virtual Events Facilitator Scope: To facilitate breakout sessions and ensure that attendees are engaged throughout</p> <p>Date: As required Time: As required Venue: Online Requirements:</p> <ul style="list-style-type: none"> ▪ Able to converse and lead a conversation in a large group setting ▪ Confident and assertive ▪ Prior experience in facilitation is an advantage ▪ Good interpersonal skills
Regular/ Ad-Hoc	<p>Administration Support</p> <p>Mode of Volunteering: Virtual Scope: To work alongside staff to provide administrative and coordination support such as data entry and compilation of information for Filos services/programmes.</p> <p>Date: As required Time: As required Venue: Online Requirements:</p> <ul style="list-style-type: none"> ▪ At least 17 years old ▪ Ability to use Microsoft Office, especially Excel, Word and Powerpoint, is an advantage ▪ Positive, independent, responsible and reliable ▪ Meticulous and organised ▪ Proficient in English

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Virtual Events

Administrative Support

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Ambassador

Community Brand Ambassador

ADMINISTRATIVE SUPPORT

FREQUENCY	PROGRAMME DETAILS
Regular	<p>Programme Operations Support</p> <p>Role: Operations Support Scope: To work alongside staff to provide operations support such as goodie bag packing, logistics arrangement and setting up for Filos services/ programmes.</p> <p>Date: As required Time: As required Venue: Filos Community Services Minimum Commitment Period: 3 months Requirements:</p> <ul style="list-style-type: none"> ▪ At least 17 years old ▪ Ability to use Microsoft Office, especially Excel, is an advantage ▪ Positive, independent, responsible and reliable ▪ Meticulous and organised
Ad-Hoc	<p>Community Partnership Ambassador</p> <p>Role: Community Partnership Ambassador Scope: To raise awareness among corporates and schools about Filos services and programmes in the community and to build collaborative partnerships.</p> <p>Date: As required Time: As required Venue: Filos Community Services Minimum Commitment Period: 3 months Requirements:</p> <ul style="list-style-type: none"> ▪ At least 17 years old ▪ Passionate about Filos' mission, to empower the community, and shared values ▪ Comfortable with public speaking and writing emails ▪ Strong communication skills, tech-savvy and able to assist in setting up for presentations ▪ Personable, well-mannered and presentable ▪ Previous experience volunteering with a non-profit organisation is an advantage

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Community Partnership
Ambassador

Community Brand Ambassador

ADMINISTRATIVE SUPPORT

FREQUENCY	PROGRAMME DETAILS
Ad-Hoc	<p>Community Brand Ambassador</p> <p>Role: Community Brand Ambassador Scope: To raise awareness about Filos services and programmes among the public and encourage individuals who want to do good to volunteer/donate.</p> <p>Date: As required Time: As required Venue: Mainly online Minimum Commitment Period: 3 months Requirements:</p> <ul style="list-style-type: none">▪ At least 17 years old▪ Passionate about Filos' mission, to empower the community, and shared values'▪ Strong communication skills, tech-savvy and have an active social media account▪ Personable, well-mannered and presentable▪ Previous experience volunteering with Filos Community Services is an advantage

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Volunteering Opportunities

Skills-based Volunteering

Special Projects

Other Volunteering Opportunities

FREQUENCY	PROGRAMME DETAILS
Regular / Ad-Hoc	<p>Skills-based Volunteering</p> <p>Role: Share your skills 1) to help Filos as an organisation and/or 2) with our beneficiaries to empower them in various ways</p> <p>Date: To be discussed Time: To be discussed Venue: To be discussed Requirements:</p> <ul style="list-style-type: none"> ▪ Passionate about Filos' mission, to empower the community, and shared values ▪ Excited about helping Filos better serve its beneficiaries and communities ▪ Skills-based volunteer positions include but are not limited to: <ul style="list-style-type: none"> ○ Videographer ○ Drivers (for Collection/Delivery) ○ Consultants ○ Fundraisers ○ Marketers
Regular / Ad-Hoc	<p>Special Projects</p> <p>Role: To innovate and collaborate on new projects that can help empower our beneficiaries (be it families, children, youth or seniors), communities and/or Filos</p> <p>We are open to collaborate with different individuals, ground up organisations, corporations and schools to explore new opportunities.</p> <p>Date: To be discussed Time: To be discussed Venue: To be discussed Requirements:</p> <ul style="list-style-type: none"> ▪ Passionate about Filos' mission, to empower the community, and shared values ▪ Excited about helping Filos better serve its beneficiaries and communities ▪ Age is not a barrier – We have worked with individuals as young as 7 years old too. For younger volunteers, it will be helpful to have a parent/guardian/teacher-in-charge help oversee the project though.

VOLUNTEER WITH US!

*Building Stronger
Communities, Together!*

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Opening Hours

Monday - Friday,
9.00am – 6.00pm
(except public holidays)

BE A FILOS VOLUNTEER!

Make a difference in someone's life today!

We welcome individuals, schools as well as corporate organisations to join us in serving the community.

Contact Us

Get in touch and share your volunteering interest with us by completing the online form:

<https://www.filos.sg/volunteer>

For further enquiries, you may contact our Filos' Community Engagement team at 6242 5978 or volunteer@filos.sg