



Subject Matter Expert

The Queer Resource Network is looking for volunteer **Subject Matter Experts** to support the development, review, and improvement of QRN's resources, toolkits, templates, guides, policies, and program materials.

Subject Matter Experts help ensure that QRN resources are accurate, practical, responsible, and grounded in real experience. This role is ideal for people with knowledge, training, professional experience, lived experience, or community-based expertise in areas connected to 2SLGBTQIA+ organizations, nonprofit work, advocacy, education, community safety, governance, accessibility, health, communications, or program development.

Key Responsibilities

Subject Matter Experts may support:

- Reviewing QRN resources for accuracy, usefulness, and relevance.
- Providing input on toolkits, templates, guides, policies, programs, and training materials.
- Identifying gaps, risks, missing context, or areas that require additional explanation.
- Helping ensure resources reflect current practices, community needs, and sector realities.
- Offering feedback based on professional, academic, lived, or community-based knowledge.
- Supporting the development of topic-specific resources or guidance notes.
- Helping QRN avoid overly broad, inaccurate, harmful, or inaccessible recommendations.
- Suggesting additional resources, references, examples, or promising practices.
- Participating in occasional consultations, review meetings, or written feedback processes.

- Supporting QRN leadership and Resource Developers in strengthening the quality and credibility of QRN materials.

Possible Areas of Expertise

QRN may seek Subject Matter Experts in areas such as:

- 2SLGBTQIA+ advocacy and community organizing.
- Nonprofit governance, board development, and operations.
- Volunteer management and community engagement.
- Equity, diversity, inclusion, and anti-oppression.
- Accessibility and disability inclusion.
- Youth programming and intergenerational community work.
- Trauma-informed practice and safer spaces.
- Mental health, peer support, and community care.
- Anti-hate, crisis response, and community safety.
- Communications, media relations, and public education.
- Fundraising, grant writing, and nonprofit sustainability.
- Privacy, data protection, digital safety, and responsible information management.
- Program development, facilitation, training, and evaluation.
- Rural, remote, newcomer, Indigenous, racialized, trans, nonbinary, Two-Spirit, and other community-specific perspectives.

Skills & Qualities

We are looking for volunteers who are:

- Knowledgeable in one or more areas relevant to QRN's work.
- Able to provide thoughtful, constructive, and practical feedback.
- Respectful of diverse 2SLGBTQIA+ communities, experiences, and leadership.
- Comfortable reviewing written materials and identifying improvements.
- Honest about the limits of their expertise.
- Reliable and able to meet agreed review timelines.
- Thoughtful about accessibility, inclusion, plain language, and community impact.
- Respectful of confidentiality when reviewing internal drafts or unreleased materials.

Formal credentials are welcome but not required. QRN recognizes that expertise can come from professional training, academic study, frontline work, lived experience, volunteer leadership, caregiving, advocacy, organizing, and community knowledge.

Time Commitment

This is a flexible volunteer advisory role. Time commitment may vary depending on QRN's current resource needs and the volunteer's area of expertise. Volunteers may be invited to support occasional reviews, consultations, or feedback requests, usually requiring approximately **1–4 hours per month** depending on availability.

Location

This is a **remote volunteer position**. Most work can be completed virtually through shared documents, email, online forms, and occasional virtual meetings.

Why This Role Matters

QRN's resources must be useful, responsible, and grounded in the realities of the communities and organizations they are meant to support. Subject Matter Experts help strengthen QRN's credibility, reduce the risk of inaccurate or incomplete guidance, and ensure that resources reflect real-world knowledge and diverse community perspectives.

By sharing their expertise, volunteers in this role help QRN build stronger, safer, and more practical tools for 2SLGBTQIA+ organizations, advocates, and community leaders across Canada.

How to Apply

Interested volunteers are invited to contact the Queer Resource Network with a short introduction outlining their area of expertise, relevant experience, and why they are interested in supporting QRN.

Formal credentials are not required. We welcome people with professional, academic, lived, volunteer, and community-based expertise who are committed to helping build stronger 2SLGBTQIA+ community infrastructure.