



## Our Community Project

Leila has worked in the timber industry, aged care, and NFP organisations in administration roles for many years. She is currently a volunteer Administration Coordinator and she works five hours a week supporting the Community Development Manager, Adrienne Talbot-Thomson and staff. Leila's role consists of a variety of duties including managing general correspondence, maintaining WHS requirements, coordinating general office duties, and maintenance of registers.

"I originally volunteered at Port Grocer which was a satellite organisation under OCP. When Port Grocer closed, I was fortunate enough to be able to come to OCP and volunteer with Administration duties. I have retired from paid work and wanted to stay in the community sector assisting in any way that was suitable for me and the organisation.

I love the passion and caring of OCP and how they are making a difference in the community of Port Kembla. The inclusive diverse role the organisation shows to everyone in the area makes me proud to be part of a forward-thinking group of people with a common goal of making Port Kembla a better place.