

\_\_\_\_\_ (Ministry/Job Title)

**MINISTRY OPPORTUNITY**

**IMPORTANCE TO CHURCH**

The Mission of \_\_\_\_\_ (Name of Ministry) is to (insert Mission statement for your ministry area) \_\_\_\_\_

---

**BENEFIT TO PERSON SERVING**

- Use of spiritual gifts in service to God and the Body of Christ at \_\_\_\_\_ (insert church/fait h organization name).
- Be a part of making \_\_\_\_\_ (organization name) a more \_\_\_\_\_ (insert adjectives that pertain to this way of serving) place.
- Fellowship and ministry with other like-minded believers.
- See God at work in and through you and \_\_\_\_\_ (insert Ministry name).
- (Add any other benefits).

**RESPONSIBILITIES**

- (List any and all responsibilities—Participate? Coordinate? Organize? Plan? Etc.)
- 
- 

**TIME COMMITMENT**

- (Be specific here—is this daily/weekly/monthly/quarterly? How many hours total?)
- (Also—is it location-specific or can it be done from home? From anywhere?)

**SKILLS/KNOWLEDGE/EXPERIENCE**

- (List the primary skills, knowledge, and experience require for the position.)
- (Add skills, knowledge, experience desired, but perhaps not required.)
- *Desired spiritual gifts for this position:* \_\_\_\_\_ (list gifts).
- (Does this person need to be a member of your church/organization—list that here).
- (Does this person need to complete training, classes, certifications, background checks, etc.?)

**RESOURCES/TRAINING/ACCOUNTABILITY**

- Support from \_\_\_\_\_ (List staff and ministry leaders who will provide support for this person).
- Training and resources for particular ministry area provided. (You may wish to be more specific here).

**SELECTION PROCESS**

- (Is this position one where anyone can sign up or by invitation only? Be clear. If it is by invitation, list who does the inviting—a Pastor, a Director, another team member?)

**POSITIONS AVAILABLE**

- (Are you looking for 2 people or 20 people?)

**RESPONSIBLE TO**

- (List the name and title of the person to whom this volunteer will be responsible.)

\_\_\_\_\_  
**MINISTRY OPPORTUNITY** (Ministry/Job Title)

**IMPORTANCE TO CHURCH**

**BENEFIT TO PERSON SERVING**

- 
- 
- 
- 

**RESPONSIBILITIES**

- 
- 
- 
- 

**TIME COMMITMENT**

- 
- 

**SKILLS/KNOWLEDGE/EXPERIENCE**

- 
- 
- 

**RESOURCES/TRAINING/ACCOUNTABILITY**

- 
- 
- 

**SELECTION PROCESS**

- 

**POSITIONS AVAILABLE**

- 

**RESPONSIBLE TO**

-