

Director, Community Serving Events

Purpose: Plan and implement two church-wide community serving events each year. Through these events, we'll meet needs of people in our local community, and give our church family short term, easy entries to serving others.



Responsible to: Karen Kogler, Director of Equipping. The Director is Chris Dickinson.

Job Description:

1. Design the serving events, following the pattern of previous Big Day of Serving events, or creating something new, working with Karen and other staff as needed.
2. Seek out and involve other community organizations as appropriate and serve as liaison with them.
3. Design positions for other volunteers; recruit (Karen will help here) and support volunteers to fill them.
4. Assist with publicity, especially by being the 'face' of the event in the 2-3 weeks prior.
5. The Director also directs and supports the various project coordinators for the event.
6. After the event, evaluate and share its impact. Internal church publicity and administrative tasks will be handled by the Equipping office.

Time Required: This is a year-round commitment. Time will vary depending on the complexity of the events planned, but this volunteer should expect to spend 6-10 hours a month in the month before and during each event, and 2-4 hours a month in the other months.

Length of commitment: Two years, with renewals as desired.

Training and assistance provided: One year of training, working alongside and supporting the current Director. After training, Karen will provide support and assistance on an ongoing basis.

Qualifications or special skills: Leadership and organizational skills; good communication skills; people skills; a heart for serving people in need. To be successful in this position, the volunteer will need to be reliable, and realistically assess their own skills and availability, asking for help when needed.

Benefits to the volunteer: A large-scale event creates large-scale impact. You'll be involved in determining where we serve. You'll make a difference to all who are served by our efforts, and you'll also see God working in the lives of those who are serving. Your skills, and your heart, will grow, too.