

Women on a Mission

“...to prepare God's people for works of service, so that the body of Christ may be built up...” Eph 4:12

Service Outreach Coordinator

Service Outreach is responsible for providing for the needs of members and friends of Cross of Glory.

Service Outreach is comprised of a coordinator appointed to a 2-year term and those assuming the service activity positions under her care. The coordinator nominated by the *Women on a Mission* board and approved by the church Elders, will oversee the service needs of friends of Cross of Glory and the community.

Service Outreach currently includes the following activity positions:

1. Food Baskets
2. Giving Tree

This position's responsibility includes:

- Considered a member on the *Women on a Mission* board she is encouraged to make every effort to attend monthly meetings.
- Will submit a written monthly report of activities under her care. These reports will be forwarded to the church Outreach Chairman for review.
- Will communicate with activity heads under her care on a regular basis and collect a report from each for her monthly report to the *Women on a Mission* board.
- Actively encourage women to become involved in the service projects for friends of Cross of Glory that are in need of assistance.
- Will communicate and work with the church Outreach Chairman.
- Lead, encourage, and support activity heads that are under her care.
- Oversees service needs of friends of Cross of Glory and those requested by the pastor or church Outreach Chairman and funnel those needs to the appropriate activity head.
- Create new opportunities to serve needs of friends of Cross of Glory and the community.
- Responsible for filling the activity positions under her care by:
 - a. ask current position heads if they want to continue
 - b. ask for volunteers
 - c. recruitment.
- Create volunteer sign-up sheets for Kick-Off Sunday in September for any activity position that is not currently filled.
- May review with the *Women on a Mission* board, any activity position that is unfilled to determine to continue or discontinue activity.
- Arrange for bulletin, newsletter, and worship announcements of service activities.