

Wednesday Meal Coordinator for Zion's Lutheran Church

Description

This person will serve as the cook, set-up and clean-up person for Wednesday night meals and Rejoicing Spirits worship service.

Hours and Pay

This position is for three to four hours a week September – May. Pay begins at \$13/hour.

Specific Responsibilities for areas of ministry:

1) Wednesday night meals

- Lead the set-up, cooking, serving, and clean-up process for the Wednesday meal
- Provide list in a timely manner for the food and drink that need to be purchased
- Work with Wednesday night team to plan the meal schedule and solicit meal contributions (a volunteer will be sending the Wednesday reminder emails, and be responsible for collecting sign-ups)

2) Rejoicing Spirits Worship

- Ensure that worship space is appropriately set up and cleaned up

Additional Responsibilities:

- For several weeks, you will shadow the volunteers who are currently doing these jobs to learn the ropes, before taking on the responsibilities for yourself.
- Participate in annual reviews
- Acquire the appropriate child abuse and criminal clearances, per Zion's Child Protection Policy, and abide by the provisions of the policy.
- Unlock kitchen and "Welcome" door at the beginning of the night, turn on lights.
- Turn off lights and lock up kitchen and "Welcome" door entrance at end of Wednesday evening activities. The elevator doors should also be locked if there is no Bible study and/or choir; however, if others are still in the building, the elevator doors should remain unlocked.

Resumes and letters of interest will be accepted through Sunday, September 29, and can be sent to pastorckurtz@gmail.com