

Special Activity Coordinator

Position Description:

Organize special congregational activities such as farewells, weddings and other fellowships

Qualifications:

- Good organizational skills
- Ability to lead a team and work with a variety of personalities
- Outgoing personality

Responsibilities:

- Plan special congregational activities from concept to execution.
- Secure dates on the church calendar.
- Coordinate announcements and advertising with the Communications Ministry.
- Secure facilities and speakers
- Organize working committees.

Ministry Deacon Contact:

Ozie Stallworth, Mike Gary

Time Commitment:

Will vary depending on the activity

Revised 3/4/11