



**Volunteer Position:** *Meals Ministry Team Co-Lead*

**Overseen By:** *Missions Director*

**Time Commitment:** *This position is requested to serve for a minimum of one year with an annual check-in to ensure it's still a good fit.*

**Purpose of Position:**

*Meals Ministry exists to provide love and support through quality meals to those going through a challenging time. These meals remind our church body that they are seen, loved and cared for. The team lead helps to provide vision, strategy and coordination to ensure the health of this ministry.*

**Responsibilities & Expectations:**

- *Oversee vision, strategy and volunteer management*
- *Contact individual in need to coordinate meal logistics*
- *Manage Planning Center Group*
- *Ensure meal requests have been fulfilled and inform Missions Director if unable to do so*
- *Recruit and implement new volunteers*
- *Coordinate team gatherings as necessary*
- *Share necessary communication for the church to Missions Director*
- *Communicate the following to Missions Director – changes to overall strategy, challenges within team and volunteers, needs and requests for ministry, and liability concerns*