

# Board of Member Care

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## Church Picnic Team Volunteer Coordinator

**Mission Statement:** The church picnic offers an outdoor worship service in conjunction with VBS, along with a celebration and fellowship for the members and visitors of Grace, all to glorify God.

**Description:** The volunteer coordinator is responsible for management of the church picnic volunteer signup sheet, as well as inviting members to serve in all of the remaining roles as needed.

**Qualifications:**

- Member of Grace Lutheran Church.
- Well organized
- Good at communicating with others.

**Responsibilities:**

1. **8 weeks prior to the picnic**, meet with the Church Picnic Team Coordinator to 1) update the previous year's signup list as necessary according to what is needed for the current year, and 2) establish a meal team.
2. **6 weeks prior to the picnic**, the office staff will put out a signup sheet for opportunities to serve.
3. **4 weeks prior to the picnic**, call members and invite them to serve in the roles that are still vacant. \*\*
4. If there are still vacant roles after the first round of invites, ask the MMC for a list of other members to call.

\*\*A list of previous members that have served will be provided.

**Time Commitment:**

- 1 meeting with coordinator prior to event.
- Time for inviting people to serve will vary, depending on their availability as you make calls.
- Commitment for 1 Church Picnic. Future picnics are at-will if you are willing and able to serve.

**Relationships:** This person works the Church Picnic Team Coordinator and those that serve on the Church Picnic Team.

**Training:** Training will be provided by the Church Picnic Team Coordinator or Member Care Elder. Past event notes and volunteer list are available for reference.