



MINISTRY JOB DESCRIPTION

MINISTRY:	MEALS	CLASSIFICATION:	
POSITION:	MEALS MINISTRY COORDINATOR		
REPORTS TO:	Community Leader	CONTACT:	Kim Lentz – klentz@susre.com 717.495.6677

MINISTRY DESCRIPTION

Provide Bridgeway members with nutritious meals in times of need; i.e. births, deaths, unexpected challenges.

GIFTS

- | | |
|--|--|
| <ul style="list-style-type: none"> ▪ Administration ▪ Leadership | <ul style="list-style-type: none"> ▪ Hospitality ▪ Serving |
|--|--|

JOB REQUIREMENTS

- Follower of Christ looking for a way to serve the body
- Ability to organize and carry out tasks to accomplish set goals
- Ability to encourage your team with support, guidance and appreciation for their work
- Should enjoy cooking

RESPONSIBILITIES

- Upon notice from staff or Community Leader, contact the family in need, explain and offer ministry services, and gather necessary information to coordinate their meals.
- Recruit, contact and coordinate ministry volunteers to deliver 2-3 meals per week for 2-3 weeks, depending on the situation.
- Follow up weekly to advise family from whom and when meals are scheduled, and confirm they are receiving them.