



JOB DESCRIPTION:

- **Volunteer Coordinator**

Ministry Prerequisite:

- **Membership**
- **Have taken Serve 101**
- **Active volunteer at Woodvale**

ACCOUNTABLE TO:

- **Tricia Millar**

TIME COMMITMENT:

- **2-5 hours per month**

FUNCTIONS:

- 1: Contact Volunteers to arrange a meeting
- 2: Meet briefly (20-40 minutes) to determine special skills/training, past experience and passions and recommend an area of ministry to serve in.
- 3: Send notes from meeting to Tricia

For more information or to sign up, please contact tmillar@woodvale.ca.