

Hope for Bossier Ministry Center Director
(Volunteer)

Mission Statement: The Hope for Bossier Ministry Center provides Christ-centered Christian social ministry to clients at or near the poverty line living in South Bossier Parish. Ministries primarily include food, clothing and personal-use medical equipment for mobility challenged patients.

Responsibilities:

The successful candidate must be able to:

1. Work with the Pastor and Ministry Center committee to implement the Ministry Center's mission in accordance with established policies and guidelines;
2. Enlist, train and supervise the work of a team of volunteers;
3. Coordinate volunteer staffing of the Ministry Center to meet client needs;
4. Advise the Pastor and Ministry Center committee regarding facility maintenance or any other issue adversely affecting the health, safety or security of volunteers and clients;
5. Inform the Pastor and Ministry Center committee regarding mission-critical shortfalls or deficiencies limiting client services;
6. Develop and implement a public relations plan promoting the work of the Ministry Center and recruiting ministry partners from the community;
7. Manage designated funds for occasional supply purchase;
8. Advise the Pastor and Stewardship Committee regarding general budget funding requirements.
9. Provide the Church with regular reports on the effectiveness of Ministry Center activities;
10. Promote a positive Christian witness to clients including prayer if desired by client;