



MAKECHRISTKNOWN

Ministry Title

Church Newsletter Assembly/Delivery

Position Purpose

The church newsletter is a communication arm to the congregation and others interested in the activities and opportunities of our church. The entire congregation benefits from the service provided by these volunteers.

Job Description

Assembly—Volunteers are needed to assist with the mailing of the church newsletter. This entails collating and sorting for mailing.

Post Office Delivery—Volunteers are needed to take the newsletter and other bulk mailings to the post office.

Skills to Be Used/Developed

You will develop your interpersonal skills.

Training/Resources

Provided by the church office staff.

Responsible to

Church Secretary

Benefit to the Volunteer

You will be a part of the “getting out the news” to our members.