



## Ministry Description

### Volunteer Church & Community Relations Team Member

*Reports to Regional Ministry Leader or Church & Community Coordinator*

#### Summary

Mobilise and equip Christian churches and groups in designated area to become actively involved in sharing the hope of Jesus Christ through Operation Christmas Child (OCC).

#### Primary Responsibilities

- Recruit and mobilise churches and groups to generate shoebox gifts
- Ensure that designated church and group Project Leaders are equipped with necessary training
- Cultivate relationships with participating churches and groups by facilitating on-going and post-project feedback and securing the church's and groups future participation in the project
- Represent OCC at designated church and group events
- Maintain records of church and group participation and contact information of Project Leaders
- Present OCC to churches and groups and initiate relationships with prospective churches and groups
- Provide monthly updates to Area Team leadership

#### Qualification

Spiritually mature Christian with strong interpersonal and communication skills. Must be connected to and knowledgeable of their designated geographic area and be committed to the ministry goals of Samaritan's Purse/OCC. Must be sensitive to the various Christian denominational differences. Must be a minimum of 16 years of age to be selected into a position and serve on an Area Team. Parental consent is required for all volunteers under the age of 18. Hold a Working with Children Check relevant for their state/region.

**Regular access to an individual email account and MyOCC is required.**

#### Training Expectations

- Complete required in-person and online training
- Attend regional events and Area Team meetings
- Attend annual Connect Conference (encouraged)

#### Volunteer Time Commitment

- Ideally a volunteer term for a one year period.
- May require a time commitment up to 1 to 5 hours per week, possibly increasing during peak months.
- Volunteer role is re-evaluated annually and can continue by mutual agreement