Volunteer Position Description

Title  Peace Committee Member

Importance of the position to the Franciscan Renewal Center
To provide an event at the Franciscan Renewal Center to celebrate the World Day of Peace.

Responsible to  Chair of the Peace Committee

Definition of Duties

• Participate in planning meetings
• Take the lead in a specific area
  o Signage
  o Food Service
  o Guest check-in
  o Coordinating volunteers for event day
  o Clean up
  o Programs and other informational materials
• Promote the event within personal circles and networking
• Assist with day of event details
• Participate in the review and evaluation meeting after the event

Length of Commitment
3 years with the ability to mentor after the 3rd year

Time Required

• Monthly Sunday planning sessions
• Flexible time on your own to accomplish specific tasks
• Participate in day of event

Qualifications

• Good interpersonal skills
• Knowledge of the World Day of Peace
• Interest and desire to promote Peace Day
• Good organizational skills
• Diocesan Safe Environment certified
Franciscan Renewal Center

Training Provided

- Basic information provided on the World Day of Peace, Peace One Day, and Season for Non-Violence. Links provided for further details and information.
- On the job training at monthly meetings
- Safe Environment training
- Casa Volunteer Welcome – what it means to be a Casa volunteer

Evaluation

Mutual evaluation after the event