

ALBANY UU SERVICE OPPORTUNITY DESCRIPTION

Service Opportunity Name/Title:

Caring Network Coordinator

Service Opportunity Brief Description:

When a person or family in the congregation is identified as in need of assistance, the coordinator of the Caring Network (CN) reaches out to members of the CN to line up persons to assist.

Service Opportunity Detailed Description: The CN Coordinator initiates and oversees the process which provides meals, visits, transport, shopping or other services to members who are temporarily incapacitated or otherwise in need. This is generally a short term or occasional service. The coordinator receives requests, posts them on the CN e-group and monitors responses until a providing CN member and the recipient are matched. The CN Coordinator also coordinates seasonal outreach to church members and promotes the Caring Network within the congregation.

Length of Service Commitment: 2 years

“This opportunity will enable you to be at the very heart, literally and figuratively, of our congregation and what we stand for in a very vital way. A fair number of our members do not have local relatives who can help them when they are sick, injured, or incapacitated. In your role, you interact with other members on a deeper level than most volunteers get to do.

Skills Needed:

Daily access to e-mail. The office staff or current CN coordinator will provide e-group training. You must have a willingness to listen, patience and a desire to offer encouragement to Caring Network volunteers.

Training, assistance, and safety requirements: This service opportunity requires mentoring. The current coordinator is staying on as a CN member and will be available for this. Should you go on vacation, there is always someone who will step up to take over while you are away.

Number of positions available: 1

Key words: computer skills, work at home, seniors