

Pax Christi Catholic Community

Position Description

Position Title: Hard Hat Volunteer
Effective Date: January 2009
Ministry Area: Operations
Staff Contact: Ken Reineccius, Director of Operations
This position is: Volunteer

Purpose of Position:

To work with the Project Leader and the Director of Operations to complete one time projects in and outside the Pax Christi facility that contributes to the success of ministry work.

Responsibilities:

Reply to calls or messages regarding projects and then show up on the project day with tools and or just your desire to accomplish a necessary job in and around the Pax Christi facility.

Qualifications:

General knowledge of the type of work to be accomplished is helpful. You are not required to be an expert in the area, but should be able to work with and learn from other volunteers to completion of the project.

Time Commitment:

4 to 40 hours per project, depending on complexity and scope of project.

Length of Commitment:

One project

When and where the Ministry is performed:

All projects are on the Pax Christi site. Projects are performed throughout the year and need to be scheduled around other Ministry area events.

Resources provided:

The Director of Operations will work with project leader to acquire materials needed and coordinate communication to all the members of the Hard Hat Group. Your role will be to use the equipment and materials provided to help improve the facility for use by all ministry groups and staff of Pax Christi.

Responsible to:

Project Leader and the Facilities Council