

## **NT-NL Synod Public Witness Team Coordinator**

1. Convene and facilitate meetings of the NT-NL Public Witness Team
  2. Guide the public witness team through a visioning process and development of prioritized goals for its mission
  3. Ensure that the Public Witness Team remains mindful of its mission and focuses its work on relevant projects, and seek issues that are worthy of the team's attention
  4. Facilitate the formation and work of project task forces or committees, serve as ex officio member of committees, and appoint committee members if necessary
  5. Along with committee leaders, determine objectives and measures of success
  6. Publish a monthly newsletter to supporters and congregations, and supervise maintenance of a list of supporters
  7. Serve as chief spokesperson for team
  8. Collect regular written reports from committee chairs
  9. Establish a monthly coordination and information meeting with bishop.
  10. Seek funding opportunities for ongoing and emerging initiatives
  11. Visit congregations to tell the story of our team, invite involvement, and seek financial support for our work
  12. Expand the reach of the team by developing a list of stakeholders and leaders to invite to the table
  13. Other duties as negotiated.
- Position will be compensated at \$1000 per month, assuming about 10 hours per week on average.
  - Team leadership and bishop will conduct periodic evaluations.