

Volunteer Job Descriptions

Fishing Director

Job Description: Plans, coordinates, and carry out the fishing ministry of the PARC. The fishing director reports to the staff director and works with the ministry team to improve communication and coordinate efforts for PARC ministries. Example events include deep sea fishing trips, junior & master angler seminars, bay fishing, freshwater fishing and the like.

Leadership Level: Tier Two

Requirements for Service: Love of fishing and Jesus Christ. Adhere to “Standards of Leadership”. Completed Training for Tier Two Leadership Position.

Level of Commitment: One Year and serves as a member of the ministry team with meetings once a month.

Camping Director

Job Description: Plans, coordinates, and carry out the camping ministry of the PARC. The camping director reports to the staff director and works with the ministry team to improve communication and coordinate efforts for PARC ministries. Example events include cold weather camping, summer water camping trips (float river); national and state park visits, and the like.

Leadership Level: Tier Two

Requirements for Service: Love of camping and Jesus Christ. Adhere to “Standards of Leadership”. Completed Training for Tier Two Leadership Position.

Level of Commitment: One Year and serves as a member of the ministry team with meetings once a month.

Book Club Leader

Job Description: Leader of a book club meeting in the hobby ministry of the PARC. The book club leader reports to the hobby director.

Leadership Level: Tier Three

Requirements for Service: Love of reading and Jesus Christ. Adhere to “Standards of Leadership”. Completed Training for Tier Three Leadership Position.

Level of Commitment: Commit to monthly meeting and preparing a discussion guide each month for each book for one year.

Dance Instructor

Job Description: Leader of a Dance class in the dance ministry of the PARC. The dance instructor reports to the hobby and skills director.

Leadership Level: Tier Three

Requirements for Service: Love of dance and Jesus Christ. Adhere to “Standards of Leadership”. Completed Training for Tier Three Leadership Position. Credential or certified through training for type of dance being taught.

Level of Commitment: Commit teaching 4-6 week dance classes at available times during the year.

42/Game Night Leader

Job Description: Leader of game nights in the social ministry of the PARC. The game night leader reports to the staff director.

Leadership Level: Tier Three

Requirements for Service: Love of games and Jesus Christ. Adhere to “Standards of Leadership”. Completed Training for Tier Three Leadership Position.

Level of Commitment: Commit to monthly meeting and preparing game activities each month for one year.

Cooking Class Instructor

Job Description: Leader of a cooking class in the hobby and skills ministry of the PARC. The cooking class instructor reports to the hobby and skills director.

Leadership Level: Tier Three

Requirements for Service: Love of cooking and Jesus Christ. Adhere to “Standards of Leadership”. Completed Training for Tier Three Leadership Position.

Level of Commitment: One year. Class schedule to be determined with Hobby and Skills Director.

Paintball Team Leader

Job Description: Leader of a paintball team in the social ministry of the PARC. The paintball team leader reports to the staff director.

Leadership Level: Tier Three

Requirements for Service: Love of paintball and Jesus Christ. Adhere to “Standards of Leadership”. Completed Training for Tier Three Leadership Position.

Level of Commitment: Commit one year with actually paintball dates and team formation determined with staff director.

Tournament Director

Job Description: Plans, coordinates, and carry out the tournament ministry of the PARC. The tournament director reports to the staff director and works with the ministry team to improve communication and coordinate efforts for PARC ministries. Example events include mostly college, middle and high school events such as flag football, dodgeball, kickball, 3-on-3 basketball, volleyball tournaments and the like.

Leadership Level: Tier Two

Requirements for Service: Love of sports and Jesus Christ. Adhere to “Standards of Leadership”. Completed Training for Tier Two Leadership Position. Experience in running tournaments. Must have the ability to recruit and train volunteers to run tournaments. Need to have a love for reaching college-age students and below.

Level of Commitment: One Year and serves as a member of the ministry team with meetings once a month.

Open Play Sports Church Representative

Job Description: Open and close gym for open play. Ensure dissemination of church and Rec ministry information during open playtime. Representative reports to the staff director.

Leadership Level: Tier Four

Requirements for Service: Love of spreading the Good News and Jesus Christ. Adhere to “Standards of Leadership”. Completed Training for Tier Four Leadership Position. Need to have a love for reaching out to men.

Level of Commitment: Minimum 6 week commitment

Men’s Basketball Devotional Coordinator

Job Description: Maintains a list of devotional speakers and church representatives for the Fort Bend Christian Basketball league, a ministry of the PARC, and ensures there is a rep and devotion speaker to minister to the Men of this league. Coordinator reports to the staff director.

Leadership Level: Tier Three

Requirements for Service: Love of spreading the Good News and Jesus Christ. Adhere to “Standards of Leadership”. Completed Training for Tier Three Leadership Position. Must have the ability to recruit volunteers. Need to have a love for reaching men.

Level of Commitment: One Year (three seasons)

Advertising Commissioner – Upward, Girls VB

Job Description: The advertising commissioner's focus is saturating the community with information about your specific ministry. The advertising commissioner should enlist additional team members to help with all aspects of this responsibility.

Leadership Level: Tier Two

Requirements for Service: Love of spreading the Good News and Jesus Christ. Adhere to "Standards of Leadership". Completed Training for Tier Two Leadership Position. Must have the ability to recruit and train volunteers. Need to have a love for reaching students and younger children.

Level of Commitment: One Year and serves as a member of the ministry team with meetings once a month.

Referee Commissioner – Upward, Girls VB

Job Description: The referee commissioner oversees volunteer referees. This commissioner is responsible for planning the Referee Training Conference(s) and for scheduling referees for each game.

Leadership Level: Tier Two

Requirements for Service: Love of spreading the Good News and Jesus Christ. Adhere to "Standards of Leadership". Completed Training for Tier Two Leadership Position. Must have the ability to recruit and train volunteers. Need to have a love for reaching students and younger children. Must have at least one year serving as a referee in the sport.

Level of Commitment: One Year and serves as a member of the ministry team with meetings once a month.

Devotions Commissioner – Upward, Girls VB

Job Description: The devotion commissioner is responsible for ensuring that devotions occur at every game during the season. The devotion commissioner should recruit eight devotion captains, one for each week of games. The devotion commissioner develops the schedule for game-day devotion leaders.

Leadership Level: Tier Two

Requirements for Service: Love of spreading the Good News and Jesus Christ. Adhere to "Standards of Leadership". Completed Training for Tier Two Leadership Position. Must have the ability to recruit and train volunteers. Need to have a love for reaching the community through devotionals done on game days.

Level of Commitment: One Year and serves as a member of the ministry team with meetings once a month.

Prayer Commissioner – Upward, Girls VB

Job Description: The prayer commissioner's focus will be to recruit 10 prayer captains, who in turn will each recruit nine prayer partners. This will result in 100 people committing to 100 days of prayer during the season. This commissioner also determines the specific prayer requests for the league and organizes the Upward (if an Upward Commissioner) Awards Celebration prayer room.

Leadership Level: Tier Two

Requirements for Service: Love of spreading the Good News and Jesus Christ. Adhere to "Standards of Leadership". Completed Training for Tier Two Leadership Position. Must have the ability to recruit and train volunteers. Need to have a love intercessory prayer and the power prayer has for ministry.

Level of Commitment: One Year and serves as a member of the ministry team with meetings once a month.

Division Commissioner – Upward

Job Description: Most leagues will have seven division commissioners: one each for kindergarten, first- and second-grade boys, first- and second-grade girls, third- and fourth-grade boys, third- and fourth-grade girls, fifth- and sixth-grade boys, and fifth- and sixth-grade girls. Each division commissioner oversees his or her assigned division. Division commissioners help recruit coaches and coordinate practice schedules for their respective divisions.

Leadership Level: Tier Two

Requirements for Service: Love of spreading the Good News and Jesus Christ. Adhere to “Standards of Leadership”. Completed Training for Tier Two Leadership Position. Must have the ability to recruit and train volunteers. Need to have a love for reaching students and younger children.

Level of Commitment: One Year and serves as a member of the ministry team with meetings once a month.

Follow-Up Commissioner

Job Description: The follow-up commissioner coordinates with your church’s continuing outreach efforts to ensure that each new believer becomes meaningfully involved in a local church. The follow-up commissioner should recruit team members to visit those who make a commitment during the season or at the Awards Celebration. For effective follow-up, this commissioner should collect written reports on visits and forward them to the league director and appropriate church staff member.

Leadership Level: Tier Two

Requirements for Service: Love of spreading the Good News and Jesus Christ. Adhere to “Standards of Leadership”. Completed Training for Tier Two Leadership Position. Must have the ability to recruit and train volunteers. Need to have a love for reaching students and younger children, and the community for follow-up and new believer mentoring

Level of Commitment: One Year and serves as a member of the ministry team with meetings once a month.

Special Events Director

Job Description: Plans, coordinates, and executes the special events ministry of the PARC. The special events director reports to the staff director and works with the ministry team to improve communication and coordinate efforts for PARC ministries. Example events include professional sporting events, day trips, hiking trips and the like.

Leadership Level: Tier Two

Requirements for Service: Love of special events and Jesus Christ. Adhere to “Standards of Leadership”. Completed Training for Tier Two Leadership Position.

Level of Commitment: One Year and serves as a member of the ministry team with meetings once a month.

Grants Chair

Job Description: Research, seek out, and apply for grants according to PARC future and current programming. Grants chair reports to the staff director.

Leadership Level: Tier Four

Requirements for Service: Love of supporting the PARC ministry and Jesus Christ. Adhere to “Standards of Leadership”. Completed Training for Tier Four Leadership Position. Need to have money savvy and a nose for unique opportunities and application entries.

Level of Commitment: One Year

Fundraising Chair

Job Description: Plan, Coordinate, and carry out annual fundraiser event for the PARC. Fundraising chair reports to the staff director.

Leadership Level: Tier Three

Requirements for Service: Love of supporting the PARC ministry and Jesus Christ. Adhere to “Standards of Leadership”. Completed Training for Tier Three Leadership Position. Need to have money savvy and a nose for unique opportunities and application entries.

Level of Commitment: One Year

PARC Runners Team Captain

Job Description: Leader of a running team in the special events ministry of the PARC. The PARC runners team captain reports to the special events director. Finds and sets up running avenues (5k, 10k, Marathon) for the PARC runners club.

Leadership Level: Tier Three

Requirements for Service: Love of running and Jesus Christ. Adhere to “Standards of Leadership”. Completed Training for Tier Three Leadership Position.

Level of Commitment: Commit leading 4-16 week running events at available times during the year.

Social Director

Job Description: Plans, coordinates, and carry out the social ministry of the PARC. The social director reports to the staff director and works with the ministry team to improve communication and coordinate efforts for PARC ministries. Example events include game nights, paintball and the like.

Leadership Level: Tier Two

Requirements for Service: Love of social events and Jesus Christ. Adhere to “Standards of Leadership”. Completed Training for Tier Two Leadership Position.

Level of Commitment: One Year and serves as a member of the ministry team with meetings once a month.

Hobby & Skills Director

Job Description: Plans, coordinates, and executes the hobby and skills ministry of the PARC. The hobby and skills director reports to the staff director and works with the ministry team to improve communication and coordinate efforts for PARC ministries. Example events include crochet classes, cooking classes, book club, dance classes and the like.

Leadership Level: Tier Two

Requirements for Service: Love of special events and Jesus Christ. Adhere to “Standards of Leadership”. Completed Training for Tier Two Leadership Position.

Level of Commitment: One Year and serves as a member of the ministry team with meetings once a month.