



FORT WALTON BEACH FIRST UNITED METHODIST CHURCH

Job Description for Chair of BBQ Committee

Connecting, Teaching, Living – Fort Walton Beach First UMC: Prayerfully making disciples of Jesus **Living** our faith through service.

The Connect ministries of our church are focused on connecting people to Christ through building relationships with those in our community. The Teaching ministries of our church are focused on discipling and moving people toward Biblical personal growth. The Living ministries of our church are focused on moving people toward living out their faith. To serving others as Jesus served.

This mission/strategy is beneficial in Clarifying, Moving, Aligning and Focusing the ministries of our church, both program and lay, to be even more effective at making disciples for Jesus Christ.

Volunteer Job Title:	Chair of BBQ Committee
Reports to:	Assistant to the Pastor/Director of Programs
Length of commitment:	Two years
Schedule:	Meet as needed throughout the year to plan and debrief. Within four to six months from the date of the event, this committee needs to start meeting much more regular.
Purpose:	To financially support different ministries within our church with the proceeds from the sales.

Job Duties:

- To be in prayer about this ministry. How it will be a witness to Christ to our church and the community.
- Determine what ministry(s) will benefit from the proceeds.
- Organize a team of people to help brainstorm, administrate and lead the different areas of this event.
 - Meet with this team on a regular basis through the year to plan the next BBQ event and to debrief and make adjustments from the last BBQ event.
- Review all the information that pertains to the planning of this event.
 - Lists, organizational charts and information of the different areas such as the kitchen crew, prep crew, cleanup crews (kitchen, dining hall, grill) ticket sales, dining room, take-out orders, etc.
 - Volunteers needed for each of these areas

Practical helps

- Begin advertising *as little as* one month before the event date.

- Contact our Director of Communications for possible ads on the Lamar Billboard Sign and local community print media.
- Contact front office to put event information in the bulletin, Sand Dollar, Facebook, Adult Ministry e-newsletter and website.
- Check with the church office to reserve any rooms, and/or kitchen, that are needed.

Thank you for volunteering to lead this important ministry of our church. You are greatly appreciated!