

Church Relationships Volunteer Job Description

Job title	Church Relationships Volunteer
Location	Various
Reporting To	Helen Hodgson
Job Purpose	Assist in contacting and establishing relationships with local churches through phone calls, emails, social media and face to face meetings.

Duties:

- Calling and emailing local churches to establish relationships
- Uphold the values and ethos of Hope at Home
- Arranging meetings with church leaders
- Local promotion of Hope at Home at events and churches
- Assist organisation and promotion of local events
- Connecting with potential hosts
- Keeping an accurate written record of all interactions

Person Specification:

- Understanding of and contacts within the local church.
- Excellent communication skills
- Experience of email and social media for communication
- Organised
- Team player
- Understanding of Hope at Home's mission and vision (full training will be also provided)

For more information on this role or for an application form, please contact Helen Hodgson on helen@hopeathome.org.uk