



PASTORAL SERVICES

VOLUNTEER POSITION(S) HELP WANTED!!

TEAM LEADER & MEMBERS– EXTENDED BEREAVEMENT SUPPORT PROGRAM

POSITION SUMMARY:

Coordinates and records follow-up with primary contacts of deceased resident for a year.

ESSENTIAL FUNCTIONS:

1. Must be willing to support families/ close friend of the deceased after the death of the residents;
2. Must be willing to document contacts in specified computer program;
3. Must display empathy and dedication to the aim of this intervention.

MEDIA SPECIALIST

POSITION SUMMARY:

Assists with preparation of written , computerized and audio/visual presentations.

ESSENTIAL FUNCTIONS:

1. Experience in writing and editing copy for multi-media outlets;
2. Ability to translate psycho/social/spiritual concepts into interesting content;
3. Persistence and dedication to tackle and work until completion of selected projects

VIDEO EDITOR

POSITION SUMMARY:

Copies, edits and prepares compilation of selected departmental videos.

ESSENTIAL FUNCTIONS:

1. Experience in copying VHS tapes onto DVDs
2. Familiarity with cutting, pasting, editing and enhancing original videos
3. Provide expert advice on the best practices for current/ future projects.

CONTACT:

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