

Community Service Coordinator

Contributed by Melissa Vaughn
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Hello,

My name is Melissa Vaughn. Perry and I have been married for eighteen years and we have been blessed to have four wonderful children. Colten 15, Dalten 12, Luke 9, and Mattie 7. We have been home schooling for three years. It has been quite an adjustment and I am still changing things on a regular basis. One thing home schooling has taught me thus far is that time is valuable. It can slip away from you if you don't use it wisely.

I am excited to begin coordinating community service opportunities for the H.E.A.R. group. I'm on the WMU leadership team for my church and I also serve as the WMU Historian. Missions is something that I am passionate about. I hope to go on mission trips in the future, however, mission opportunities are all around us so I'm content to serve where the Lord has put me. Thank you for this opportunity to serve this great support group.

Melissa Vaughn

Community Service Coordinator Job Description: Community Service Coordinator:

- § Seek volunteer opportunities for students or families to serve the community, e.g. senior citizen project, Youth for Christ, Christian Help Center, community event
- § Select either ongoing or one-time projects
- § Submit project plans to the director
- § May locate projects through the Volunteer Center
- § Select projects that stay within the HEAR Statement of Purpose and Belief
- § Encourage those who participate to demonstrate outstanding character
- § Determine age suitability for participation according to the planned project
- § Inform high school students that they may apply their service to their high school transcript
- § Contact the director with necessary information for the HEAR calendar or website and keep them informed of the community service plans
- § Send email announcements to the HEAR leaders
- § Prior to the project, enlist a few volunteers to take photographs, purchase prints and donate to the HEAR scrapbook/yearbook, and when appropriate, submit information to the Publicity Coordinator
- § Maintain a positive relationship with those whom HEAR is serving
- § Submit a bio and photograph to the Website Administrator