Hillside Event and Activities Team (HEAT) Member – Position Charter

What/Why

The purpose of this position is to provide assistance to the HEAT Coordinator with brainstorming, organizing, planning, and executing events for Hillside Community Church that will build community within and provide opportunities to reach out to our neighbors. The goal of HEAT is to have one event every month, that appeals to all audiences. Some events will be social in nature while others can provide opportunities to serve our community as a church family. When we connect our hospitality with our story of being welcomed and embraced through the grace and love of Christ, it becomes more than just a technique. Hospitality embraces people with Jesus' love, creating a warm and welcoming space where people feel at home, where strangers become friends and family.

Expectations

- As a HEAT Member, you are committed to assisting the HEAT Coordinator in all aspects of the Event Planning Process - creation, planning, promotion, execution, and evaluation.
- You should be willing to be available to assist at each event (12 is the goal). However, as all members will likely not be needed for each event, you should be willing to assist the HEAT Coordinator in creating a fair and balanced workload for the Team.
- You should be available to attend monthly meetings and any additional event-specific meetings as deemed necessary by the HEAT Coordinator. You are responsible to notify the HEAT Coordinator in a timely manner if you are unable to attend.
- If you are unable to make a scheduled event, you are responsible for notifying the HEAT Coordinator during the planning stage and assisting him/her in finding a replacement.
- You should have a love for helping people connect, be willing to be led, be creative, and enjoy event planning.
- You must love Jesus and demonstrate a growing relationship with God.

Related Spiritual Gifts

Helps/Service – Administration – Encouragement - Hospitality

I understand and agree to adhere to the above.

_____   _____

HEAT Member   Date (m/d/y)