

Summary:

The Financial Steward Service Lead (SL) is responsible for leading Financial Steward Volunteers in the accurate, careful and timely execution of all procedures associated with the counting of the Sunday giving. SL's work closely with the Financial Steward Ministry Lead (ML).

Commitment:

- 2 Sunday services per month @ 30 minutes per service (total 1 hour monthly)
- Check in with Financial Steward ML prior to serving on Sunday
- A 6 month service commitment is required

Qualifications:

- Prayerfully seeking after Jesus daily
- Because this role is a Leadership position overseeing Volunteers, a Financial Steward SL must be a member in good standing (sacrificially giving, regularly participating in community and serving)
- Attention to detail, able to delegate tasks effectively, and react to and address needs as they arise
- Able to perform basic mathematics and use a calculator

Essential Duties and Responsibilities:

- Pray regularly for all members of the Financial Steward Team
- Actively recruit and train new volunteers
- Establish a working knowledge of the Financial Counting Instructions
- Provide input to the Financial Steward ML regarding supplies needing to be replenished, purchase requests, and any necessary changes to procedures
- Ensure the Sunday giving is successfully transported, counted and stored each week
- Follow the Financial Counting Instructions carefully each week
- Implement any changes to Financial Counting Instructions each week
- Take responsibility to double check all counting performed each Sunday

Experience:

- No experience is required, but having first served as a Financial Steward Volunteer is strongly encouraged.