**Week 2 assignment**

**Board**

**Assigned responsibilities**

**Executive director** – Maribel Morgan (28 years administration, OSHA compliance, Recording incidents, pastoral leadership, and managing accounts payable, and counseling department. \*

**Finance** – Sheila Tatum (30 years in operational, retail, and counseling management, 40 years in volunteer service) \*\*

**Fundraiser** - Sandra

**Planner-** Maribel Morgan\*

**Marketer** - Carolina

**Personnel** – Ramona Marquez/Valenzuela (27 years in teaching, facilitating, leadership, evaluating staff, collaboration planning. 3 years in public education coping with crisis strategies, and meditation.

**Investor**- Sheila Tatum\*\*

**Week 3 -assignment**

**Salaried positions** - on going services for important task.

We will recruit them based on their experience and those who can provide extensive and long-term commitment to the organization.

Executive director – manage the organization, and designate who will carry out responsibilities of the organization. Event planner and execution.

Finance- control financial management, keep records of the organizations speeding and salaries paid out.

Personnel director – hire, and give out job responsibilities and job description for staff. Recruit volunteers and explain task for events.

**Volunteers**- 10 – 50 volunteers who are interested in offering their services. We will search for them in our DG groups, those who serve in ministry with us, and those who are interested in the mission. Also, those who we have had good work experience with from our past years.