

ROLES & RESPONSIBILITIES

POSITION	EXPERIENCE	TASKS
CHAIRMAN	One year as a Sowers Member	Facilitate monthly meetings Prepare and disseminate meeting minutes Establish annual Calendar with Parish Office Maintain contact with Pastor and OSJ Monitor activities of Committee Back up other members when needed
NEWSLETTER EDITOR	One year as a Sowers Member	Recommend Newsletter topics and sources Be knowledgeable about suitable sources for Newsletter articles. Edit Newsletter Articles for space and suitability Solicit Newsletter Articles. Deliver Newsletter Timely to Parish Office
AFFORDABLE HOUSING ADVOCATE	On the job	Get to know metropolitan area groups advocating for Affordable Housing at the local and state level Participate in the activities of local groups relating to Affordable Housing. Prepare at least Two Newsletters per year on the topic of Affordable Housing. Facilitate Parish Forum on Affordable Housing if applicable.
HEALTHCARE ADVOCATE	On the job	Get to know metropolitan area groups advocating for Health Care Reform at the local and state level Participate in the activities of local groups relating to Health Care Reform
IMMIGRATION ISSUES ADVOCATE	On the job	Get to know metropolitan area groups advocating for immigration at the local and state level Participate in the activities of local groups working toward just and fair Immigration reform. Work with OSJ and Pastor to facilitate annual immigration recognition

		activities
MEMBER	On the job	Facilitate annual Confirmation Class. Prepare At Least Two Newsletters. Serve as St Mary's Co-ordinator for Alternative Christmas Market with Christ Memorial Lutheran Church. *Co-ordinate Campaign For Human Development .