



## **Juvenile Justice Ministry (JJM) Chapel Prayer Coordinator**

### **Job Description:**

Chapel prayer coordinators gather prayer needs and requests from other volunteer coordinators and staff via email, phone or through the talking with the volunteers during the chapel service on Wednesdays. They conduct a bi-monthly conference call prayer session with participants.

### **Purpose of role:**

Chapel Prayer Coordinators have a passion for people and for the mission of JJM, so they can gather people together to pray for needs of the ministry, staff and volunteers. Prayer Coordinators serve for a specific time period as determined by the volunteer and the JJM Director and JJM Chapel Director.

### **Pre-requisites:**

1. A passion for the mission of JJM; to reach every incarcerated youth in North East Ohio and provide a Christ-centered, one on one relationship to each youth
2. Prior point of entry attendance (i.e. JJM See the Story Tour)
3. Excellent written grammar and an ability to communicate well.
4. Excellent telephone skills and an ability to listen well.
5. A completed volunteer application and must have completed orientation training

### **Roles and Responsibilities:**

1. Follows up with all JJM volunteers and staff to gather prayer needs and requests
2. Attends and/or Coordinates bi-monthly prayer conference call and provides call in number
3. Sends email invitations to JJM prayer participants
4. Calls invitees to remind/invite to JJM prayer events as needed

### **Length of Service:**

The Chapel Prayer Coordinator will provide services for a pre-determined time period individually determined by JJM needs and volunteer's availability. Prayer Coordinators have the option to complete one term, renew another term, or to help other ways.