

YOUTH SNACK COORDINATOR

The youth snack coordinator is responsible for planning, organizing and overseeing refreshment preparation and service at special youth events.

Ministry Area/Department	Youth
Position	Youth snack coordinator
Accountable To	Youth activities coordinator
Ministry Target	Teens
Position Is	Volunteer
Position May Be Filled By	Church member
Minimum Maturity Level	New, growing Christian
Spiritual Gifts	Pastor/shepherd • Administration • Serving
Talents or Abilities Desired	Accessible by telephone • Good organizational skills
Best Personality Traits	Analyst-expresser • Dependable
Passion For	Hospitality (planning, organizing and overseeing food service)
Length of Service Commitment	One year minimum

ANTICIPATED TIME COMMITMENTS

1. **Doing ministry/preparing for ministry:** two to eight hours a month
2. **Participating in meetings/training:** minimal, as requested

RESPONSIBILITIES/DUTIES

1. Plan refreshments for special activities as needed.
2. Recruit assistants—contact by phone or in person or post a sign-up sheet—to help prepare or provide refreshments and disposable utensils.
3. Oversee refreshment service setup and cleanup.