

POSITION DESCRIPTION

Name of Position and Team/Task Force

Abaku Coordinator

Background

St. Phillips has participated since at least 2000 with Lutheran Social Services and other churches to help sponsor transitional housing for people moving from being homeless or other dire situation to more stable housing. Participants can live in the transitional housing for up to 12 months.

Description

There is a task force responsible for the housing from LSS that meets with churches once per month. The group decides what to do for the participants, finding furniture, providing rides on occasion, cleaning apartments when vacated, and helping families move in. Most work is done on a volunteer basis, but each church has two months per year where they are responsible for preparing the apartment for the new participant if some moves out of housing during their assigned month.

Responsibilities

1. Attend at monthly meetings if the Task Force
2. Coordinate with Social Benevolence Committee for volunteers if participants move out or in during assigned month
3. Bring Abaku house needs for furniture and other items to the attention of the congregation.

Qualifications

1. Work well in a collaborative environment with other churches and with the Social Benevolence when needed
2. Be willing to respond for emergency requests
3. Able to prepare newsletter and bulleting announcements.

Amount of Time Required

1. 2 hours once per month for task force meetings
2. Up to 8 to 10 hours per month if participants move out or in during St. Phillips assigned month.
3. ½ hour per month preparing newsletter announcements.

When Ministry is Performed

At the Blaine Social Services building on 89th and Central for Task Force meetings and the Abaku House which is on the southern end of Blaine, around 88th and Pierce.

Length of Commitment

At least twelve months.

Training Provided

LSS provides training and assistance and has staff who helps direct congregation members in case of a participant moving out or in during St. Phillips assigned month

Responsible To

Social Benevolence Committee, coordinate with LSS.

Support Provided

- 1 Anoka County Emergency Services
- 2 Lutheran Social Services
- 3 St. Phillips Benevolence / Social Concerns Committee

Last Reviewed November 2006