

Mission Coordinator for Social Action
Pacific Northwest Conference
United Methodist Women

Each Mission Coordinator shall work actively with the Executive Committee and the other Mission Coordinators to fulfill the PURPOSE of United Methodist Women.

SHE SHALL

- Coordinate the conference programs of study and action relating to current, local, national, and international issues.
- Inform the team of current and emerging social, economic and political issues.
- Respond to Social Action alerts.
- Organize a vote for Social Action priorities at the conference annual meeting.
- Provide team with information about Legislative events in Washington and Idaho and attend Faith Advocacy Day in Washington and/or Legislative Event in Idaho.
- Serve on the conference board of Church and Society and submit a report on UMW.
- Provide leadership development annually for district counterparts for Social Action.
- Serve on conference Executive and Program committees.
- Serve on the Charter for Racial Justice Committee promoting implementation.
- Compile a list of district Charter for Racial Justice Clubs and report these in the program for the conference annual meeting.
- Prepare a written report of activities for each Conference Executive Meeting, emailing to all members and giving a hard copy to those without email.
- Report on a book from the Social Action category at one Executive meeting.
- Write articles for The Sharing Line in fall, winter, spring, and summer.
- Communicate with District counterparts four times annually and meet with them at events.
- Present programs at District and local units upon request.
- Report annually to national UMW on conference action for issue priorities.
- With other Mission Coordinators and Social Media Coordinator, as determined by the Executive Committee will plan a Young Women's Event.
- Other duties as required.

TERM OF OFFICE

The term of office is for two years. A second two year term may be offered. No one may serve more than two terms in any office.

RESOURCES

The conference will reimburse travel and other expenses related to the job according to the Standing Rules. Overnight stays may be necessary.

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MEETINGS—ATTENDANCE REQUIRED

- Executive, Nominations, Finance 1.5 days in January, April, July, October
- Annual Meeting/District Leadership Development 1.5 days in October

OTHER MEETINGS/EVENTS—ATTEND IF POSSIBLE

- Leadership Training (first time officer-one time only) 3 days + travel in November
- District Executive Committee
- District Annual Meetings
- Local Unit Executive Committee

OTHER MEETINGS AND EVENTS—NOT REQUIRED

- Spiritual Retreat 2 days in April every other year
- Mission u 4 days in July
- Assembly 4 days + travel every 4 years (2018 etc.)
- Jurisdiction 4 days + travel every 4 years (2020 etc.)