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## Job Details

### Volunteer and Events Coordinator Fresno, California

**Date Posted:**

November 8, 2017

**Education:**

See Below

**Min PayRate:**

\$12.00

**Max PayRate:**

\$14.00

**Job Type:**

Full Time

**CompanyName:**

Fresno Rescue Mission, Inc.

**Contact:**

No Phone Calls please. Please submit your resume either/by: Fax to 559-320-0318, Mail to P.O. Box 1422, Fresno CA 93716 or Email: [HRFRM@fresnorm.org](mailto:HRFRM@fresnorm.org).

**Website**

[www.fresnorm.org](http://www.fresnorm.org)

**Job Description:**

Are you ENERGETIC, engaging, organized and detail oriented? If so, the Fresno Rescue Mission is looking for you. We have a current opening for a Volunteer & Events Coordinator. The successful candidate is a self-starter, team player and LOVES people... The successful candidate will be outgoing and energetic, able to support and articulate the mission and vision of the Fresno Rescue Mission. The Volunteer and Events Coordinator coordinates the volunteer program for all campuses – this includes: recruiting, orientation, interview, training, scheduling and support, as well as record keeping. The Coordinator will schedule and conduct tours; coordinate community events and support internal ministry events with staff; Facilitate in-kind drives and Holiday donations.

**Requirements:**

Bachelor's degree and 2 years' experience in related field preferred. Must be willing to work a flexible schedule, including occasional Saturdays and Sundays and some holidays. Must possess: a proficiency in MS Office applications, excellent verbal and written communication skills; and organizational and time management skills. In the midst of a mature walk with Jesus Christ and able to articulate belief. Agreement with the Statement of Faith of the Fresno Rescue Mission.

**Application Process:**

Individuals interested in being considered for this position should mail the following documents Attn: Human Resource  
1) resume, 2) a letter of interest which includes a narrative detailing how the candidate fulfills each of the required and preferred items listed under Requirements, and 3) the names and telephone numbers of (3) three references who can provide current assessments of the candidate's qualifications for the position.

Please submit your resume either by: fax to 559-320-0318, mail to PO Box 1422, Fresno, CA 93716 or email to [HRFRM@fresnorm.org](mailto:HRFRM@fresnorm.org)

**MISSION STATEMENT:** The Fresno Rescue Mission endeavors to glorify God by meeting the spiritual and physical needs of the least, the last and the lost in our community.

**OUR VISION:** Recognizing the teachings of Jesus, that the least, the last and the lost will always be in our midst, we will partner with the Christian community, social services agencies, businesses, families and individuals to meet the spiritual and physical needs of all men, women and children in our community.

**OUR VALUES:** Christ-centered by treating the least, the last and the lost with love and compassion.

**STATEMENT OF FAITH:**

We believe the Bible to be the inspired, the only infallible, authoritative Word of God. (2 Timothy 3:15-17; 2 Peter 1:20-21).

We believe there is one God, eternally existent in three persons: Father, Son and Holy Spirit. (1 Timothy 3:16; Matthew 28:19; Ephesians 4:4-6; 1 Peter 1:2; Romans 8:14-17).

We believe in the deity and humanity of Christ, born of a virgin, His sinless life, His miracles, His vicarious and atoning death through His shed blood, His bodily resurrection, His ascension to the right hand of the Father, His present rule as Head of the Church, and in His personal return in power and glory. (Luke 1:30-35; John 1:14, 5:39; 2 Corinthians 5:21; 1 Corinthians 15:3-4).

We believe that for the salvation of lost and sinful humankind, regeneration by the Holy Spirit is absolutely essential and that we are saved by grace through faith, apart from works; that the sinner who repents and personally accepts the finished work of Christ on the cross becomes a child of God, is made a new creature, and is indwelt by the Holy Spirit. (Ephesians 2:8-9; John 1:12, 3:36; 2 Corinthians 5:17; John 14:17; Hebrews 9:11-14).

We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a Godly life. (John 14:17; John 16:13-15; Romans 8:14-17).

We believe in the resurrection of the saved and their eternal life with God, and the resurrection of the lost and their eternal separation from God. (1 Corinthians 15:53; Job 19:25-27; John 3:16; 1 Thessalonians 4:13-18; Revelation 20:5-6, 20:11-15).

We believe in the spiritual unity of believers in our Lord Jesus Christ, with equality across racial, gender and class differences. (1 Corinthians 12:13; Ephesians 2:13-14).

**SPIRITUAL GOALS:** The spiritual goals of the Fresno Rescue Mission are as follows:

To lift up and glorify the Savior.

To preach, teach and witness concerning the redemptive (saving) and life changing power of Jesus Christ.

To see men, women and children come to have a personal encounter with Jesus.

To build up in the faith and lead to maturity those who have come to know Christ as Savior and Lord through life changing and discipleship programs that includes such things as: Bible studies, prayer, empowerment of the Holy Spirit, personal discipline, constructive work and service to others.

To promote a spirit of unity and cooperation with other like-minded Christians that we might all work together for the cause of Christ.