

Conference Resource Advocate Position Description



1. Summary

Resource Advocates will receive information and training in the vast array of resources created by Mennonite Church USA agencies. The advocates will then find creative ways of imparting and making the resources useful to area conferences, pastors and lay leaders in congregations.

2. Appointment

Volunteers are appointed by their area conference to the post of Resource Advocate. Each conference is encouraged to appoint one advocate.

3. Coordinating Committee

Resource Advocates report to the Resource Advocate Coordinating Committee and designated local conference leadership. Representatives from each Mennonite Church USA agency are represented on the committee.

4. Specific Tasks

- a. Attend annual event for all Conference Resource Advocates. See Section 7.
- b. Be thoroughly familiar with what resources are available from Mennonite Church USA agencies and how to effectively use them. Add a “people dimension” to resources otherwise listed in print and online.
- c. Read monthly emails from Mennonite Church USA and its agencies’ communications regarding new resources.
- d. Work with area conference personnel to promote a variety of Mennonite Church USA resources by participating in various levels within the local area conference. At the least, attend the annual area conference assembly. Other options, depending on area conference structure, could include gatherings of clusters of congregations, pastors’ meetings and congregational leadership meetings. It is important for congregations to see how the materials can fit their needs and context. This can be done by displays, e-mail distributions, and workshops/seminars on topics and areas of ministry or networking people with someone who can assist them.
- e. Train and familiarize congregations with *Gather 'Round/Shine* or other MennoMedia curriculum as requested, based on the advocate’s availability.
- f. Be a listener to area conference and congregational personnel regarding resource needs for their ministries. Relay these needs to your Resource Advocate contact person and/or the appropriate Mennonite organization.
- g. Personally contact five congregations which can include arranging for two MennoMedia *Browse and Buy* tables.
- h. Complete five measurable goals related to above tasks.

5. Qualifications

- a. Dedicated to Jesus Christ and the mission of Mennonite Church USA.
- b. Highly motivated to serve the local Mennonite Church USA conference and congregations through self-initiated contacts.
- c. Good communication and relational skills to inspire others as well as listen to users and assess their ministry needs.
- d. Competence in using the computer, storing and sending information and maneuvering on the web.

6. Compensation for Expenses

- a. This is a volunteer position and there will be no financial remuneration. However, advocates will be reimbursed for out-of-pocket expenses as approved by their area conferences and expenses related to attending the Annual Training Event (see Section 7).
- b. Congregations may assist, at their discretion, with travel expenses and/or offer an honorarium for a training event that they host related to the role of the advocate.

7. Annual Training Event

Training for all conference Resource Advocates will be held once each year. There is no cost to the Resource Advocates. Denominational organizations pay for travel, lodging and meals for one Resource Advocate from each area conference.

9/2015

If you would like to serve as resource advocate for Illinois Mennonite Conference, please contact Michael Danner, Conference Executive Minister at 309. 992.8000