



OPEN ARMS MISSION OF WELLAND INC.

Mission Centre

22 Fifth Street
Welland, Ontario L3B 4Z3
905-788-3800 Fax 905-788-3806

Ministry Campus

933 Forks Road W
Wainfleet, Ontario L0S 1V0
905-732-8260

Manager of Volunteers

Mission Statement:

Open Arms Mission of Welland Inc. is a charitable organization operating a food processing centre and a food bank in Welland and provides food to those with food insecurities in the Niagara area. We are called to innovatively gather, sort, and distribute food to our neighbours in our community.

Values:

Faith in Christ – The individuals who are a part of OAM seek to live out their faith in acts of mercy, are formed in their faith as they serve, and are conduits of blessing to those who come to receive food.

Serving People - The people who come to and/or serve at OAM are precious in the eyes of Jesus and will be treated with love, dignity, and respect. People are precious resources and need to be treated with fairness, equity, love, and dignity.

Stewarding Resources – God entrusts all things to us and calls us to use them wisely.

Innovation – OAM is driven by the desire to solve problems that prevent people from getting the food they need by finding new and innovative ways to acquire and distribute food.

Role Description:

The Manager of Volunteers is a full-time role that will oversee, nurture, and grow the volunteer programs of Open Arms Mission so more people can show people Jesus' love in tangible ways. They will work at the Ministry Campus Monday to Friday from 8 am to 4 pm. They will report to the Executive Director. This is a dynamic role and will be cross trained with the Manager of Operations.

Volunteer Program

- Developing a Volunteer Plan that includes details about recruitment, appreciation, and retention of volunteers.
- Creating an implementation strategy based on the Volunteer Plan to acquire new/previous volunteers for the various programs and nurture current ones.
- Helping those who serve to see Jesus more and be formed by Him through their experience.
- Coordinating and executing two Volunteer Appreciation events

Volunteer Oversight

- Participating in the volunteer programs of OAM to better understand them and cultivate relationships with those who serve.
- Working with the Operations Manager to provide direction to those volunteering at the Ministry Campus.
- Overseeing the scheduling of volunteers and inform staff so they are aware of any gaps.
- Providing training and coaching to those who volunteer at Ministry Campus.

Promotion and Communication

- Creating a promotional strategy to communicate the need for volunteers and the heart behind serving.
- Connecting with supporting churches to develop a deeper relationship between them and OAM.
- Being present at promotional/fundraising events

Other tasks

- Working with the Fresh Food Hub Operations Manager to ensure the property is clean and maintained
- Performing other duties as assigned
- Attending weekly team meetings

Qualifications and skills:

- Excellent work ethic, communication, and time management skills
- Punctual with reliable form of transportation
- Full G class license with a clean drivers abstract with at least two years experience
- Able to lift/move up to 50 lbs
- Desire to support and promote our values and mission

Interested applicants may send resume and cover letter to Marty Misener, Executive Director of Open Arms Mission, at marty.oam@gmail.com by April 30, 2022. If you require a disability related accommodation during the application process, please inform us of your requirements.