



WE NEED YOU for Crossroads' GOD-Sized Mission!

We need a TEAM of CHAMPIONS for LIFE!

Full or part time, preference will be given to hiring staff who can fulfill multiple roles, who are invested in growing our ministry, and who are resourceful in fueling all areas of center needs. It is essential that an employee embraces our Christian values including LIFE.

Please tell us if you are interested in part time or full time, paid or volunteer work, and what interests you!

Join us as we champion the mission of Crossroads.

NOTE: While we are prepared to employ staff at full time status, this would most likely be only for a person who is varied in skills and interests and includes one who can also directly serve the clientele we see through both programs at Crossroads.

Crossroads is seeking:

- **Leadership/Administrative Staff Persons** who demonstrate commitment to working with existing administrative team
 - Future Executive Director who would onboard with that title following a period of EITHER Co-Directing with current team OR mentoring, training, and team building
 - Center Operations Management
 - Professional Development & Relations
 - Fundraising & event planning (Annual large event and smaller events throughout year)
 - Manager for Volunteer Services
 - Personnel Manager
- **Clerical & Data Management**
 - Communications— email, newsletters, media, campaign messaging, and social media
 - Data input, mail merge, spreadsheet creation and use
 - Oversight of key software programs Crossroads subscribes to
- **Direct Staff:**
 - Provision of service to Pregnancy & Parenting Program recipients
 - Responding effectively in unplanned or difficult circumstances of pregnancy
 - Empowering toward healthy pregnancy choices
 - Mentoring and encouraging through parenthood
 - Provision of service to CoCares recipients
 - Creatively meeting practical and nonmedical needs of the elderly and caregivers (of any age) while establishing a trust relationship
- **Volunteer:**
 - Manage Sparrow's Nest and Baby Zone including recruitment of public interest and knowledge about Crossroads as a ministry
 - Promote COFFEE WITH A CAUSE through having Jumpy Monkey Coffee at events and activities with key role of connecting new prospective parties with Crossroads mission, as well as on sale at the office
 - Arrange and conduct smaller fundraising within a specific community
 - Manage and recruit used items for parents in the Pregnancy & Parenting Resource
 - Site planning and maintenance as a team (once new space is acquired)
 - Be a liaison within a specific community e.g.: File for community granting in a specific town on behalf of Crossroads, Network with churches, school to assure that materials reach them
 - Mentor: Encourage and support young parents, Be available for crisis pregnancy situations (training required), Time with the CoCares elderly (must take some basic training)



Join Us as we Champion the Crossroads' mission! Championships don't just happen.

They take time and intentionality. Championships are always a TEAM endeavor: coaches, players,

fans; We need Championship STAFF, Championship DONORS, Championship VOLUNTEERS!