epiphany community services

Sample Responsibilities Based on Levels of Involvement

Coalition in General

- 1. Support mission of the coalition.
- 2. Participate in coalition activities as detailed by individual Coalition Involvement Agreement.
- 3. Receive communications from the coalition.
- 4. Share coalition information when appropriate.

Activity/Event Volunteer(s)

- 1. Participate in activities as requested by the coalition.
- 2. Provide appropriate documentation when requested by the coalition i.e. number of hours, results of event.

Committee(s)

- 1. Participate in committee meetings as requested/required.
- 2. Support the initiatives and activities of the committee.
- Implement actions of the committee where necessary and appropriate within your sphere of influence.

Sector

- 1. Provide direction and input into the overall direction of the coalition.
- 2. Seek to make change within designated sector.
- 3. Communicate about coalition activities within designated sector.
- 4. Represent sector's interests/expectations at the coalition.
- 5. Implement requested actions within designated sector when appropriate.

Executive/Leadership

- 1. Provide detailed oversight and direction to the day to day operations of the coalition.
- 2. Be the primary liaison between the coalition and its fiscal agent and investors.
- 3. Provide direction and oversight to the staff dedicated to the coalition.
- 4. Provide fiscal oversight to the coalition i.e. budget approval, setting, review (additional detail in responsibility found in the MOU with the Fiscal Agent)