

Part Time Community Event Coordinator

First Presbyterian Church of Elk Rapids is seeking a qualified individual to fill the part time position of Community Event Coordinator for the Lighthouse, the church's community outreach center. The ideal candidate will be responsible for administering and delivering programs by using speakers, teachers or volunteers. Other key duties include maintaining communication with local organizations and churches on existing programs, promoting the use of the Lighthouse facility for older adults and youth programs, and working to expand community outreach activities. Approximately 15 hours per week. Salary based on experience. For full job description or to apply with a cover letter and resume, contact the church office at info@erfpc.org.