



teen lifeline
life lived better

Event Specialist Job Description

Each year, Teen Lifeline organizes several events either for the purpose of fundraising or serving the community. These events include the TL5K, our Fundraising Dinner & Auction, Leadercast, Teen Parent Christmas Party and Facilitator Trainings. We are always looking for volunteers who might not be able to commit on a weekly or monthly basis but are willing to help for a specific event.

Gifts operating in this role:

Service/Helps, Administration, Exhortation, Hospitality

Qualifications for this role:

- Enthusiastic about the planning process and working behind the scenes at events
- Organization and delegation skills to get other volunteers involved and keep the event running smoothly
- Communication skills to work well with Teen Lifeline Staff

Expectations for Event Specialist:

- Commit to completing the event you have signed up for from planning to clean up
- Communication about which events you would like to volunteer for and the skills and gifts you would bring to the team
- Joyfully serving and praying over the event, the people present and the impact it will have on Teen Lifeline's ability to reach teenagers