

**JOB DESCRIPTION
SALZMAN COMMITTEE**

TIME COMMITMENT:

- Periodic meetings (as needed)
- Heavy involvement at time of lecture

KEY ROLES:

- Engage a speaker for the fall lecture reflecting one of the areas of ministry: Public affairs, global missions and Christian Education
- Advertising the lecture through posters, fliers, internet mailings and phone calls/contacts
- Facilitate the lecture by coordinating the proceeding fellowship gathering (light dinner refreshments and/or pot luck supper); introduce the speaker and direct the question and answer period following the lecture