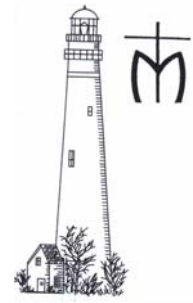


Marianist Family Retreat Center
Cape May Point, NJ
609-884-3829
www.capemaymarianists.org



***Long-term Volunteer Job Description
(October thru Mid-July)***

The Volunteer would be a full-time member of the Center staff for the period of service and participate appropriately in the Marianist community life of the Center.

The experience is primarily focused on working for the Center's Program Director. Duties would include helping to plan and staff youth and family retreats. Additional duties, such as cleaning and helping in the kitchen are also expected of the Volunteer. The goal is to offer an experience in which the Volunteer is an asset to the Center's operation, while at the same time is given the opportunity for personal spiritual growth in the Marianist tradition.

Brief Description of Center's Mission:

The Marianist Family Retreat Center, located on the southern most tip of New Jersey (1/2 block from the beach), has been offering retreats since 1970. Our primary mission is centered on offering a wide variety of family retreats, however we also offer retreats for youth, young adults, men, women, married couples, widows, and much more. The core of our ministry year is our Summer Family Program, which consists of 9 consecutive week-long retreats. These retreats are planned by our permanent Program Staff and then put on by our staff in conjunction with volunteers that help for 1-2 weeks at a time. To learn more about our ministry please visit us www.capemaymarianists.org

Job Description: Marianist Family Retreat Center Volunteer

Proposed Period of Service: (October thru mid-July)

Responsibilities:

- Assist Program staff with the planning and preparation of retreats as required
- Staff family retreats (and other retreats) as required
- Assist with the general upkeep of Program files and archives
- Assist Center Director with administrative tasks such as fundraising, phone-a-thons, etc.
- Assist Food Service Director as required

Cleaning & Maintenance Responsibilities:

- Assist Center staff with maintaining cleanliness of all retreat buildings.
- Assist with laundry, kitchen help and other tasks as required.

Work Schedule:

Generally: Tuesday - Friday, plus staffing and/or hosting weekend and week-long (summer only) retreats.

Compensation:

A stipend of \$50 per week
\$1,000 upon the successful completion of the volunteer term.

Healthcare:

If required, a modest monthly healthcare stipend can be provided by the Center – Intern is required to secure their own health insurance. This can be discussed during the interview process.

Interested persons should contact:

Mr. Anthony Fucci
609-884-3829
afucci@capemaymarianists.org