



## **WINGS Ladies' Education Coordinator Responsibilities**

**The Ladies' Education Coordinator is part of the WINGS (Women IN God's Service) ministry at NorthWest Church of Christ.**

### **The Ladies' Education Coordinator's responsibilities:**

1. Coordinate the Wednesday morning and Wednesday evening ladies' classes
2. Determine curriculum for the classes
3. Select facilitators for the classes
4. Order needed class study materials
5. Communicate information regarding class topics and facilitator to church staff
6. Arrange for babysitting for the Wednesday morning class
7. Coordinate luncheons for the ladies' classes
8. Coordinate service projects for the ladies' classes
9. Support and promote the WINGS mission and theme
10. Monitor and maintain the Education Expense Budget