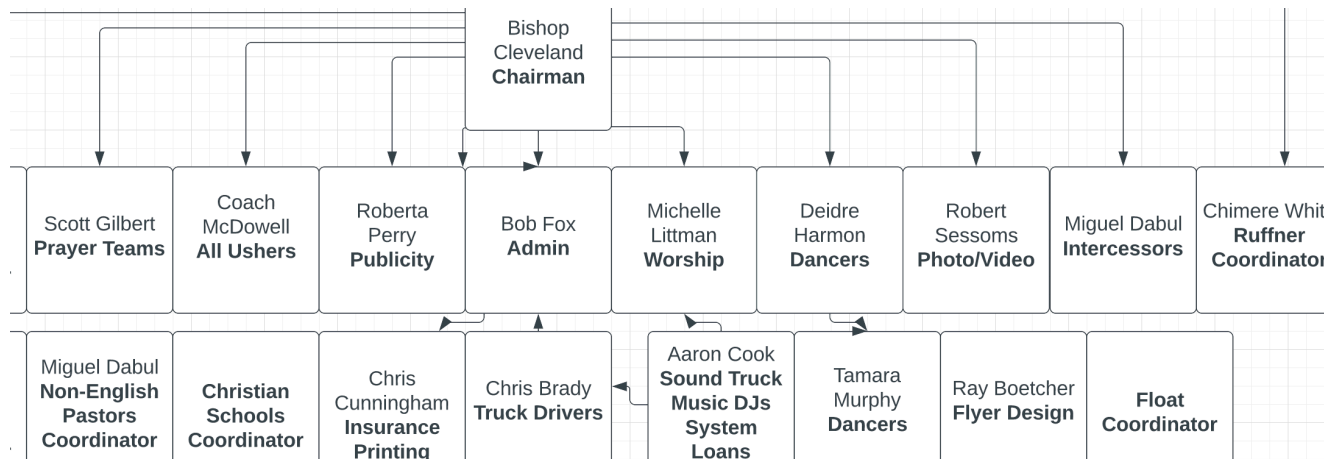


March for Jesus 2023 Job Descriptions



Main Facts: the 2023 March is June 3. The March goes from 10 AM-12 PM.

Here is a working model of an organizational chart for us to tweak. See



[this link](#) for a video about this chart:

Bishop would like **all workers** to park at Harbor Park (near the train station) and arrive at Ruffner Middle School at **8:30 AM** so we can leave Ruffner at 10 sharp. All marchers should also park harbor Park and arrive at Ruffner no later than 9 AM.

The March will arrive at City Hall about **10:30** for a 90 minute program that **ends at noon**. Clean-up until 12:30. Port-a-potties arrive on May 27 Harbor Park Parking near the train station.

The main website is: <https://m4jesus.com/> We need many volunteers. I have organized them into 11 Teams. [Click here](#) to see the Volunteer page which can be accessed from the Home page. They can sign up from our

website and fill out a form that will be emailed to the Team Coordinator for that team.

Sound Systems Coordinator (Big Job!): Aaron Cook

Serves under **Michelle Littman. Aaron will need assistants**

Insures that we have the songs for the March on either **mp3 devices** (like this one) or phones to play through 5-10 portable sound systems loud enough for about 100 people marching behind them.

- Gather **5 to 10 portable sound systems** to use from the back of a vehicle. People can use a form on the website to loan us one.
- Acquire enough mp3 players and attachment cords for all the sound trucks.
- **Train the Music DJ's in April** to play the music through the portable sound system.
- This job needs a lot of attention!
- There usually are some technical issues connecting the phone to the portable amp. Last time, they lacked the right cords, etc.
- Ideally, these sound systems **need to be tested BEFORE the day of the march**. You may be able to do training and testing via Zoom to help the sound techs test their systems.
- Bring **extra portable sound system** in case one goes down.
- **Call the Music DJ's in March and April and May** to confirm their participation.
- **Have backups!** Create a playlist on Spotify or Youtube of the same songs in case the Mp3 player does not work.

Sound Truck Drivers Coordinator: Chris Brady

- Serve under **Aaron Cook and Michelle Littman**
- Oversee the sound trucks prep at Ruffner Middle School

March for Jesus 2023 Job Descriptions

- The list of drivers should be on the MFJ Spreadsheet
- **Call drivers** on in April and May to confirm their participation.
- Help **MFJ Ushers** line up behind a truck as they leave the Ruffner parking lot.
- Last minute driver cancellations can happen. Have 1-2 **backup trucks**.

Music Sheets Coordinator: Printed and Digital

Serves Under **Pastor Ray Boetcher: 757) 285-2222**

theriverroom@minister.com

Aaron Cook sends words to march songs to Ray who have them printed at GO Church by **Pastor Chris Cunningham**. Use **QR code** on the sheets (Bob will produce) so they or others can use their phones to view the words.

Ray or Aaron **creates a PDF** that Bob Fox **will email** to all registered marchers to view on their phones while they march. **Bob** will ask them if they plan to use the PDF so we can print fewer copies.

Assure that we have enough printed song sheets for **MFJ Ushers** to pass them out at Ruffner prior to 10 AM. Better to have more than needed.

Dance Coordinators

Deidre Harmon ((757) 343-3081, deidrelh38@gmail.com) and Tamara Murphy (703-819-6306)

Dance Volunteer form is on the website. **Deidre and Tamara** will organize them to dance in the March and at City Hall. **Michelle** can give them the song lists that they will dance to.

Police Coordinator: Bishop Cleveland Brown: (757) 619-7124

CLEVELANDBROWN20@YAHOO.COM

- Ensures good communication between police escorts and march leaders during the entire event for safety, etc. Bishop needs an assistant or two.

Parking Ushers

March for Jesus 2023 Job Descriptions

Serve under **Pastor Clinton Brown (757) 348-2277**

cbrownsr66@gmail.com or Coach McDowell?

- Direct people parking at Harbor Park to walk to Ruffner or near City Hall if they choose. Print some small maps to give directions

March and Worship Usher Coordinator: Pastor Clinton and Coach McDowell?

Help people stay safe on the march, know where the port-a-potties are, alert leaders to problems, medical needs, etc. Have all Ushers call Coach/Pastor Clinton if needed.

Photo/ Video Coordinator: Robert Sessom & Deacon Darrell

Wentworth? (757) 287-9881 deacon.darrell@cmax.tv

- Document the march and city Hall events well and share the media with everyone via the team DropBox which Bob Fox administers.
- Decide among themselves who will cover what part of the march so all segments are documented.

First Aid Team: Who?

Assist marchers with minor injuries with a **First Aid Kit** or help them with medical emergencies **by calling 911 and staying with them.**

Prayer Teams

Scott Gilbert: 757-319-6457 scott.gilbert@saviormartialarts.org

Pray with anyone who wants prayer for personal needs during the Worship at City Hall. Volunteers to help can sign up on the website and Scott will be notified by email automatically. **Scott has confirmed.**

Publicity Coordinator: Roberta Perry

- Coordinate and initiate all forms of publicity: social media, radio, TV, billboard, etc. Volunteers to help can sign up on the website and Roberta will be notified by email automatically. **Roberta has confirmed**

March for Jesus 2023 Job Descriptions

Pastors Coordinators: Michelle Littman, Darrell Wentworth and Miguel Dabul. They will contact pastors to encourage them to bring their church to the March.

MFJ Banner Coordinator: Bishop Cleveland & Assistants

- Distribute the four 8 x 3 MFJ banners to be carried behind the four leading sound trucks. Get four people to carry the 10 x 4 MFJ banner at the front of the parade.
- Have people hold the banners at City Hall if possible.
- Collect and **carefully** fold all banners after the event and get them back to Bob Fox. All four small banners go in one box.

March Chairman & City Hall Coordinator

Bishop Cleveland Brown: (757) 619-7124

CLEVELANDBROWN20@YAHOO.COM

Ruffner March Coordinator: Chimere White.

She will make sure everyone is in place and all systems are ready to go.

Ruffner Coordinator & Parking Coordinator

Pastor Clinton Brown: (757) 348-2277 cbrownsr66@gmail.com

City Hall Worship Leader

Michelle Littman: (757) 286-7573 michellecfw@gmail.com

Set-Up/Take Crew Coordinator: Coach McDowell?

1. Make sure the Port-a Potties get in the right place at Harbor Park
2. Send helpers to help set up at Ruffner or City Hall as needed.
3. Encourage people to carry away their trash and **bring large trash bags** to pick up the City Hall and Ruffner site.
4. Make final inspection of City Hall and Ruffner to ensure cleanliness. Take the trash off-site!

Agenda for 2-27-23

March for Jesus 2023 Job Descriptions

Prayer and Worship: Bishop Cleveland and Pastor Miguel

Appoint Secretary to take Minutes

Summary Review

June 3, 9:00-12 for public, 8:30 to 1 PM for volunteers

Public Parks at Harbor Park at 9 AM near the Train station (or near city Hall if not walking-\$5).

Walk to Ruffner from Harbor Park

Walk the same route as last year. See map on m4Jesus.com

Today:

- Firm up Coordinators. See other side
- Aaron sees sound systems
- Report on whom we have contacted. Publicity status!! Welcome Mrs. Roberta Perry!
 - Radio? Billboard? Flyers? Schools? Churches?
- Will Coach ? Be h helping with Logistics?

Prayer: Pastor Miguel and others