# **Peace Light Coordinator**

## **Job Description**

### **Job Summary**

- Coordinate the acquisition of the Peace Light from the closest available source. By getting it themselves or finding another volunteer who will get it.
- Coordinate the maintenance of the Peace Light. The coordinator will have or find a location where the flame can be continuously maintained. The best way to do this is to extinguish the pilot light on an older gas appliance and reigniting it using the peace light. Professional assistance may be required to ensure safety.
- Coordinate the local distribution of the Peace Light.
  - O Utilizing local Scouts and Scouters, ensure that the Peace Light is available to the general public.
  - o Make sure that Peace Light distributions are properly publicized.
  - o Communicate distribution dates, times and addresses to <a href="mailto:peacelight@peacelight.org">peacelight@peacelight.org</a> for inclusion on the distribution map and calendar on the web site.
- Work with neighboring Peace Light Coordinators to facilitate the distribution of the Peace Light to adjacent areas.

## **Qualifications and abilities**

- A registered Adult Boy Scout Leader or someone willing to work closely with the local Scout Units. BSA registration helps us know that you understand and ascribe to the principles of Safe Scouting ensuring the safety of all involved.
- Good communication skills (telephone, e-mail and personal)
- A desire to see the Peace Light spread across your community

#### **Duration**

- Planning and communication now through Christmas
- Distribution early December through Christmas
- Receive and forward feedback through early next year

#### Support

- If you would like, we are willing to create a peacelight.org e-mail address and forward it to your current e-mail address.
- If you would like we can publish your contact information on your Coordinators profile, if you would like to submit one
- We will publish your events within 48 hours of you notifying us at peacelight@peacelight.org
- There is a lot of other documents you may find usefull on the links page of Peacelight.org.