

RESOURCE TEAMS LIST



The Logistics Team

- Secures and maintains space for weekly meetings.
- Completes child care and youth development projects when needed.
- Ensures that logistics at Weekly Meetings are covered by Circles members or volunteers (i.e. set up, clean up, etc.).
- Secures meal donations and coordinates weekly meals by overseeing preparation, delivery, service, and clean-up.

The Community Resource Team

- Assists Circles to access these services through key relationships.
- Identifies and orients references at community services organizations that provide: housing, transportation, childcare, healthcare, financial assistance, appliance assistance, mental health community resources.
- Establishes and maintains a giving/receiving system within Circles – a classified system to share time, talents, and goods.
- Updates and maintains the Circles Yellow pages – a directory of expertise and knowledge available within our Circles Community.
- As gaps in community resources become evident, seeks creative solutions to fill the resource needs through advocacy, collaboration, etc.

The Jobs and Education Team

- Provides support specifically to the education and employment goals of Circle Leaders by facilitating access to job readiness materials, preparation tools, and local programs and services. Maintains a clear understanding of and a relationship with the Jobs Partnership organization.
- Establishes key contacts for Circles at local employers, education institutions, student financial assistance, and financial literacy.

The Big View Team

- Communicates the purpose of Big View to the Circles community.
- Identifies and works to solve systemic barriers within the community that prevent individuals from moving out of poverty, which may include raising awareness of or addressing Cliff Effects.
- Assists the Circles community in selecting and making progress on Big View projects.
- Communicates the progress of the current Big View project to the Circles community.

The Recruitment & Training Team

- Develops, updates, and maintains Recruitment materials including posters, forms, pamphlets, handouts, and presentations.
- Collaborates with Circles staff in implementation of Ally and Leader training and Matching process.
- Recruits Allies and Leaders through networking and community presentations.
- Builds community networks to publicize Circles and create recruitment opportunities.

The Savings & Loan Team

- Creates new financial tools as needed.
- Develops, updates, and maintains internal financial tools that help Circle Leaders reach economic stability.
- Periodically reviews and updates the application process and requirements of the Circles Short Term Loan, Circles Credit Restoration Loan, and Circles Education Grant.

