

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

**UTAH NORTH & SOUTH AREAS
PART-TIME CHURCH-SERVICE MISSIONARY
AND VOLUNTEER OPPORTUNITIES
May 22, 2008**

Bishops: *Please review this information with your priesthood and Relief Society leaders and post a copy of this bulletin where it can be viewed by the members of your ward. Members are encouraged to visit this web site to search for service opportunities.*

- **Part-time Church-service missionaries** must be temple worthy members willing to serve from 8 to 32 hours per week for 6 to 24 months while living at home.

Volunteers (not called as missionaries) may arrange an assignment with the contact person indicated in the opportunity listing and with their priesthood leaders.

NOTE: Listings for volunteers only are indicated with a "V", (Example; FH-1 "V")

- Candidates are encouraged to discuss qualifications, skills, and specific work tasks with the department contact person noted in the listing.
- Missionary candidates may obtain the necessary "Recommendation Forms" from the web site and submit them to their bishop and stake president for recommendations and signatures. The Stake president sends the completed form to the Church Service Missionary Office at the Salt Lake City address below. Volunteer candidates need not submit missionary "Recommendation Forms".

INFORMATION: Church-Service Missionary Office, 50 East North Temple, Room 150WW, Salt Lake City, UT 84150, Telephone 801-240-1183; FAX: 801-240-1726;
e-mail: BushWS@ldschurch.org

[Cache / Box Elder Counties Multi-Stake](#)

[Central Utah / Richfield Multi-Stake](#)

[St George/Cedar City Multi-Stake](#)

[Utah, Wasatch and Juab Counties Multi-Stake](#)

[Vernal / Uintah County Multi-Stake](#)

CACHE and BOX ELDER COUNTIES

Church Service Missionary Coordinators - Elder and Sister Braegger 435-750-6024

CHURCH EDUCATION SYSTEM

CES-1 Seminary & Institute - Teacher Aids – Special Needs - 04-25-08

Need: Several couples or 2 individuals to serve part-time, Monday through Friday in both the Brigham City and Cache Valley Special Needs Seminary and Institute programs.

Duties: Responsibilities would/could include (1) assisting students in the learning process as needed, (2) preparing audio and visual aids as directed by the teacher, (3) maintaining appropriate Contact: with parents and priesthood leaders regarding student progress and needs, (4) insuring student safety as they come from and return to their high school, (5) assist in the training of the special needs friends (traditional students who serve special needs students in the class as peer mentors).

Skills: Hopefully missionaries will have an interest, capability and confidence to teach small segments of some lessons. Missionaries who participate in the teaching process typically enjoy the experience over those who choose not to teach. Missionaries are invited to teach at a frequency that they find comfortable.

Contact: James Butler 435-752-4265 ext. 217 ButlerJL@ldscs.org

DIRECTORS FOR TEMPORAL AFFAIRS

DTA-1 Cinnamon Creek Recreation Area 01-15-08

Need: Several couples to serve as part-time Church-service missionaries from April to November 2008. They will need their own camper and trailers. Additional help is needed to create new camp sites. The Cinnamon Creek recreation area is located east of Paradise, Utah, above Porcupine Dam.

Duties: The managers would act as camp directors/managers with a flexible work schedule to accommodate the couples' needs. Missionaries will act as camp hosts, help maintain the camp, and assist in building new camp sites.

Contact: President Steven J. Mecham 435-753-8670

DTA-2 Atoka Recreation Camp 02-29-08

Need: One couple needed to serve as part-time Church-service missionaries for 6 months starting May 2008. Couple will live on site from May to September and will need own camper or trailer; water, electrical, and sewer hookups provided. The Camp Atoka recreation area is located 5mi. east of Huntsville, Utah, on the South Fork of the Ogden River.

Duties: Couple will act as camp hosts, help maintain the camp, and assist in light maintenance at camp sites.

Contact: President Bryan Schade 801-621-8709 502189@LDSMail.net

FAMILY and CHURCH HISTORY DEPARTMENT

FH-1 Patron Assistants 01-15-08

Need: There is an ongoing need for couples or individuals to serve both in the mornings and afternoons at the Logan Utah Family History Center.

Duties: Assist patrons in using the center.
Skills: Computer skills are desirable; the unit will provide training in Family History work.
Contact: Byron Ray 435-755-5595

FH-1 Family History Department, Worldwide Support 01-15-08

Need: The Family History Department is looking for individuals to share their knowledge of family history in a work-at-home Church Service Missionary role. We are particularly interested in individuals who already have access to new FamilySearch and would welcome any individual with family history experience who could serve as a missionary.

Duties: Missionaries are needed to answer e-mails and/or phone calls to support aspects of family history such as new FamilySearch, Internet Indexing, Family History Centers and Research including family history products, such as PAF and FamilySearch. Missionaries would select which family history products they would prefer to support.

Skills: Missionaries should have some prior experience with family history programs and software, missionaries should be able to commit to 12-15 hours a week or more, and a minimum commitment of a 12 month mission is preferred.

Contact: Elder Darryl Nilsson 801-240-0850 or nilssondj@ldschurch.org

LDS FAMILY SERVICES

LDSFS-1 Addiction recovery coordinator 01-15-08

Need: Couples to serve 12 to 24 months with one of two 12 step addiction recovery programs for substance abuse or sexual/pornography addiction.

Duties: Oversee meetings, coordinate with bishops and do out reach presentations to ward Priesthood and Relief Society.

Skills: No experience is necessary; training will be provided; should have good people skills and the ability to keep confidential information.

Contact: Rick Hill 435-752-5302

MATERIALS MANAGEMENT

MMD-1 Sales Clerks/Assistants Beehive Clothing 01-15-08

Need: Sisters and brothers to serve part time; immediate need for Saturday afternoon assistance.

Duties: Sisters will assist patrons, and brothers will receive merchandise, stock shelves and sell in the curriculum section of the store. Help is most needed in the afternoons and on Saturdays.

**Contact: Ann Marie Atkinson (in Logan) 435-227-0036 (0 for office)
Ilean Panter (in Brigham City) 435-723-3815**

MISSIONARY

MISS- 1 Mission Medical Specialists Ongoing 01-15-08

Need: There is an immediate need for a couple or individuals to serve part time as Mission Medical Specialists in all missions in the USA and Canada. The candidates will live in their own homes and work directly with the president of the mission where they live. Health care for missionaries is coordinated by the Missionary Department, Health Services unit in Salt Lake City.

- Duties:** Advise Mission Presidents on missionary health, including direct examination and telephone Contact, attend zone conferences and teach missionaries on preventive health care.
- Skills:** Medical doctor, registered nurse, physician assistant, mental health counselor – active practice or recently retired.
- Contact:** **Donald B. Doty, M.D. 801-240-7733 or 801-718-6323**

Missionary Training Center – Provo Utah

MTC-1 “V” Foreign Language Trainers 01-18-08

- Need:** Volunteers to assist the Provo Missionary Training Center in the language training of senior missionaries as well as mission presidents and wives who will need to communicate in other than their native language.
- Duties:** Participants will supplement the efforts of tutors by providing opportunity for conversational practice of concepts learned. Although some need exists for on-site involvement at the Provo MTC, the majority of volunteers will serve over the telephone from their homes at a time convenient to their schedule. As little as one hour per week will be required.
- Skills:** Native or fluent ability in the target language and conversant enough in English to communicate with the program coordinators.
- Contact:** **Elder or Sister Jensen 801-422-4567 or churchserv@mtc.byu.edu**

PHYSICAL FACILITIES

PFD-1 Construction Project Accountant–Physical Facilities 01-30-08

- Need:** **Immediate** need for construction project financial accounting support; could use services 32 hours per week; COB 12th Floor. Couples or singles are welcome.
- Duties:** Work with construction project financial analysts on meetinghouses, temples, and special projects providing financial support, reporting, compliance with contracts, analysis of pay requests, and set-up and maintenance of databases.
- Skills:** Accounting degree and experience with construction contract administration, accounting, or auditing. Job requires being computer savvy with Excel, Word, and would be helpful to have Access and PeopleSoft experience. Internal training is available. Spanish language skills are very useful.
- Contact:** **Craig L. Jensen 801-240-3554 jensenc1@ldschurch.org**

PFD-2 Accountant Assistant– Physical Facilities 01-30-08

- Need:** **Immediate** need for accountant assistant for construction projects. Could use services 32 hours per week; COB 12th Floor. Couples or singles, **including young adults seeking to serve an alternative mission**, are welcome.
- Duties:** Help financial analysts with detailed clerical duties and processes, including data entry, project set-up, e-mail handling, error correction and accounting assistance, and maintenance of databases.
- Skills:** Job requires being computer savvy with Excel, Word, and would be helpful to have Access and PeopleSoft experience. Internal training is available. Spanish language skills are very useful.
- Contact:** **Craig L. Jensen 801-240-3554 jensenc1@ldschurch.org**

PFD-3 Quality Assurance Inspector – Physical Facilities 01-15-08

Need: Three or four individuals needed to serve part-time for 12 to 24 months providing quality assurance reviews of meetinghouses and other Church owned facilities in North America.

Duties: They will provide training to contractors, architectural and engineering consultants, and project and facilities managers. The assignment requires travel by plane and/or automobile to selected areas of the U. S. and Canada; all travel expenses will be paid by the Church. A current U.S. passport is required. Candidate must be physically able to travel for four days minimum once each month and to perform detailed inspections of each facility.

Skills: Bachelor of Science degree in an engineering discipline (structural, civil, mechanical, electrical, landscape architecture, architecture, sound and acoustics, construction management) from an accredited university or equivalent experience. Previous licensure as a professional engineer, landscape architect, architect (not required to be currently active) or equivalent experience required. Must be able to read and understand architectural and/or engineering drawings, to inspect projects for compliance to those drawings and prepare and deliver a detailed report of those observations. The tools used to prepare reports are Palm Pilot with spreadsheet, camera, computer and other specialized testing tools.

Contact: **Lyle Sheneman 801-240-2648 ShenemanLE@ldschurch.org**

PRIESTHOOD

PST-1 Nauvoo Pageant Costume Assistants 01-15-08

Need: There is an immediate need for 10 to 12 individuals to serve 1 to 5 days per week for 6 months at the Conference Center in Salt Lake City.

Duties: Sew the costumes used in the Nauvoo Pageant.

Skills: Basic sewing skills and a desire to serve others is essential. Advanced sewing skills or experience in millinery, patterning, tailoring and knitting are helpful.

Contact: **Jannette Lusk-Uterborn 801-240-6488 or lusk-uterbornja@ldschurch.org**

PST-2 Receptionist - Music and Cultural Arts Division 01-15-08

Need: A receptionist is needed for the Music and Cultural Arts Division beginning 01-01-2008. This service could be daily during office hours (8:00-5:00) and will likely be filled by more than one individual. Multiple days of service would be preferable for continuity.

Duties: Answer phones, greet visitors, direct messages, sort mail, word processing, etc.

Skills: Courteous and effective in dealing with others; personal computer and word processing skills are very helpful.

Contact: **Bonnie Ashby, 801-240-2551 or ashbybm@ldschurch.org**

WELFARE

WEL-1 Employment Counselors, Logan Employment Resource Center 01-15-08

Need: Couples or individuals are needed **immediately** to serve 12-18 months.

Duties: Assist in office management, employment training workshops and teach and assist youth in obtaining employment.

Skills: No experience necessary. Training will be provided.

Contact: **Rebecca Conger 435-752-7911**

WEL-2 Deseret Industries 01-15-08

Need: Couples or individuals to serve part time (schedule to be determined) at the Brigham City, Logan, and Preston, ID Deseret Industries.
Duties: Varied assignments including: teach marketing skills, and help train and develop confidence.
Skills: No experience necessary. Training will be provided.
Contact: **Jim Kofoed 435-723-8741 (Brigham City)**
Steve Stowers 435-752-4511 (Logan)
Steve Baldwin 208-852-1286 (Preston)

WEL-3 Bishops Storehouse Logan & Brigham City Utah Ongoing 01-15-08

Need: There is an ongoing need for couples or individuals to serve Part-time 12 to 18 months.
Duties: Stock shelves, help patrons, house keeping, and general store operations.
Skills: No experience necessary. Training will be provided by the unit.
Contact: **Paul Hansen (Logan) 435-752-6435**
Gary and Phyllis Sorenson (Brigham City) 435-723-3900

WEL-4 Family Services - Logan Utah 01-15-08

Need: Couples to serve 12 to 18 months.
Duties: Oversee meetings and activities of support groups, encourage participation, coordinate activities with bishops, provide schedules, and assist in managing operation of support groups.
Skills: No experience necessary. Training will be provided by the unit.
Contact: **Rick Hill 435-752-5302**

Central Utah - Richfield Multi-Stake

Church Service Missionary Coordinators - Elder and Sister Chisholm
435-896-4347

DIRECTORS FOR TEMPORAL AFFAIRS

DTA-1 Real Estate Specialist 11-15-07

- Need:** A mature couple to support the Directors' for Temporal Affairs North America Real Estate Acquisitions Division in identifying, analyzing and assisting in the acquisition of real estate for Church facilities in the Utah South Area.
- Duties:** Assist the Director of Temporal Affairs North America Real Estate Acquisitions Division in identifying, analyzing the acquisition of real estate for Church facilities.
- Skills:** Good communication and people skills; comfortable working with priesthood leadership; strong work ethic and skill in developing and implementing critical path schedules are required. Ability to analyze markets, project residential growth patterns, site procurement back found with site development and municipal permitting experience is essential. Experienced supervision, directing or coordinating development activities with realtors, architects, engineers, surveyors and construction project management professionals, important; Training and background in all facets of commercial real estate desirable. Familiarity and experience in contract negotiations helpful
- Contact:** **Dwayne Liddell 801-240-2264** or LiddellDL@ldschurch.org

Family and Church History Department

FH-1 Family History Department, Worldwide Support 11-15-07

- Need:** The Family History Department is looking for individuals to share their knowledge of family history in a work-at-home Church Service Missionary role. We are particularly interested in individuals who already have access to new FamilySearch and would welcome any individual with family history experience who could serve as a missionary.
- Duties:** Missionaries are needed to answer e-mails and/or phone calls to support aspects of family history such as new FamilySearch, Internet Indexing, Family History Centers and Research including family history products, such as PAF and FamilySearch. Missionaries would select which family history products they would prefer to support.
- Skills:** Missionaries should have some prior experience with family history programs and software, missionaries should be able to commit to 12-15 hours a week or more, and a minimum commitment of a 12 month mission is preferred.
- Contact:** **Elder Darryl Nilsson 801-240-0850** or nilssonDJ@ldschurch.org

MATERIALS MANAGEMENT

MMD-1 Customer Service/Stocker 11-15-07

- Need:** A number of sisters to serve 8-32 hours per week on any day, Tuesday – Saturday and a couple (husband and wife) where the husband can help putting away stock on Thursday's. Hours open 10 AM to 6 PM. Current temple recommend required.
- Duties:** Immediate need for Sisters to assist members in obtaining sacred clothing; providing sizing assistance; run cash register; re-stock shelves; general clean

up as needed. Brother to put away shipments and re-stock shelves; assist with inventory counts.

Skills: Knowledge of computer use, or willingness and ability to learn; helpful to have a pleasant attitude and love to serving others.

Contact: **Sheryl Neves 435-835-4362**

MMD-2 “V” Customer Service/Stocker (Volunteer) 11-15-07

Need: A number of sisters to serve less than 8 hours per week on any day, Tuesday – Saturday and a couple (husband and wife) where the husband can help putting away stock on Thursdays. Hours open 10 AM to 6 PM. Current temple recommend required.

Duties: Immediate need for Sisters to assist members in obtaining sacred clothing; providing sizing assistance; run cash register; re-stock shelves; general clean up as needed. Brother to put away shipments and re-stock shelves; assist with inventory counts.

Skills: Knowledge of computer use, or willingness and ability to learn. Helpful to have a pleasant attitude and love of serving others.

Contact: **Sheryl Neves 435-835-4362**

MISSIONARY

MISS-1 Mission Medical Specialists 11-15-07

Need: There is an immediate need for a couple or individuals to serve part time as Mission Medical Specialists in all missions in the USA and Canada. The candidates will live in their own homes and work directly with the president of the mission where they live. Health care for missionaries is coordinated by the Missionary Department Health Services unit in Salt Lake City.

Duties: Advise Mission Presidents on missionary health, including direct examination and telephone Contact, attend zone conferences and teach missionaries on preventive health care.

Skills: Medical doctor, registered nurse, physician assistant, mental health counselor – active practice or recently retired.

Contact: **Donald B. Doty, M.D. 801-240-7733 or 801-718-6323**

Missionary Training Center – Provo Utah
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MTC-1 “V” Foreign Language Trainers 01-18-08

Need: Volunteers to assist the Provo Missionary Training Center in the language training of senior missionaries as well as mission presidents and wives who will need to communicate in other than their native language.

Duties: Participants will supplement the efforts of tutors by providing opportunity for conversational practice of concepts learned. Although some need exists for on-site involvement at the Provo MTC, the majority of volunteers will serve over the telephone from their homes at a time convenient to their schedule. As little as one hour per week will be required.

Skills: Native or fluent ability in the target language and conversant enough in English to communicate with the program coordinators.

Contact: **Elder or Sister Jensen 801-422-4567 or churchserv@mtc.byu.edu**

PHYSICAL FACILITIES

PFD-1 Quality Assurance Inspector – Physical Facilities 11-19-07

Need: Three or four individuals needed to serve part-time for 12 to 24 months providing quality assurance reviews of meetinghouses and other Church owned facilities in North America.

Duties: They will provide training to contractors, architectural and engineering consultants, and project and facilities managers. The assignment requires travel by plane and/or automobile to selected areas of the U. S. and Canada; all travel expenses will be paid by the Church. A current U.S. passport is required. Candidate must be physically able to travel for four days minimum once each month and to perform detailed inspections of each facility.

Skills: Bachelor of Science degree in an engineering discipline (structural, civil, mechanical, electrical, landscape architecture, architecture, sound and acoustics, construction management) from an accredited university or equivalent experience. Previous licensure as a professional engineer, landscape architect, architect (not required to be currently active) or equivalent experience required. Must be able to read and understand architectural and/or engineering drawings, to inspect projects for compliance to those drawings and prepare and deliver a detailed report of those observations. The tools used to prepare reports are Palm Pilot with spreadsheet, camera, computer and other specialized testing tools.

Contact: **Lyle Sheneman 801-240-2648 ShenemanLE@ldschurch.org**

WELFARE

WEL-1"V" Deseret Industries – Richfield 11-15-07

Need: There is an urgent need for up to 10 individuals to serve a few hours per week for a period of 6 to 24 months. This is a great opportunity to serve as volunteer in the Church and live at home.

Duties: Help in the operations and training programs. Help trainees with vocational training, placement, and follow-up services. Teach skills training classes including; Cashiering, Customer Service, Sales Floor Merchandising, Supervision Training and Work Ethics. Opportunities for mentoring and helping trainees one on one. This is an interesting and rewarding opportunity to serve people that are struggling with life.

Skills: Willing to serve. Guidance will be provided.

Contact: **Brett Holbrook 435-896-4494**

WEL-2 Employment Center – Richfield or Manti 11-15-07

Need: Three couple part-time missionaries to help 3 days per week for 24 months

Contact: **Doug Maynard 435-656-1388**

WEL-3 Cannery - Moroni 11-15-07

Need: Two part time couples to serve from 8 to 31 hours per week for a period of 6 to 24 months.

Duties: Assist at the cannery. This is an interesting and rewarding service.

Skills: Willing to serve. Guidance will be provided.

Contact: **Frank or Beryl Cook 435-436-8244**

WEL-4 "V" Deseret Industries - Delta 11-15-07

Need: 5 to 10 persons to serve a few hours a week. You can live at home and still serve as a volunteer for the Church
Duties: Assist working with people working at DI and helping with operations. Contact: Marc Barone for more information.
Skills: Willing to serve. Ability to work with people. Training will be provided.
Contact: **Marc Barone 235-864-2559**

WEL-5 Bishops' Storehouse, Sigurd 11-15-07

Need: 2 part-time missionaries to help in the Bishops' Storehouse in Sigurd
Skills: Willing to serve. Ability to work with people. Training will be provided.
Contact: **Ward and Judith Forsyth 435-529-3566**

WEL-6 Deseret Industries Training Support 11-15-07

Need: 1 Service Missionary or couple on Thursday from about 10 AM to 2:30 PM to assist the rehab counselor who comes from Provo once a week; follow up on needed community resources to help trainees.
Duties: File maintenance for the trainees, teaching classes such as values and ethics in the work place; telephone courtesy, etc.; enrollment of new trainees into the program; follow up on needed community resources to help trainees.
Skills: Love of service and helping others.
Contact: **Brent Holbrook 435-896-4494**

WEL-7 Employment Advisor 11-15-07

Need: 3-4 part-time missionary couples to serve 3 days per week (8-32 hours) for 12-24 months.
Duties: Work with those in need of employment and those needing employees to the benefit of both.
Skills: Love of service and Working with others.
Contact: **Doug Maynord 435-656-1388**

WEL-8 Operations Worker, Trainer 11-15-07

Need: Immediate need for Couples or individuals to work 8-32 hours per week.
Duties: Operations: Facility up-keep; merchandising and organizing; moving/lifting larger items in the outlet; cashiering; processing donated items (sorting, handling, tagging/pricing, stocking); customer service; end of day cash deposits and reports. Location is at Deseret Industries in Delta Utah.
Training: Teaching classes; counseling; job follow-up; job coaching; individual self-reliance plan assignment; English as a second language; monitoring
Skills: Will receive specialized training. Just bring a love of service and willingness to work.
Contact: **Doug Maynord 435-656-1388**

WEL-9 Customer Service Bishop's Storehouse Sigurd, Utah 11-15-07

Need: 2 part-time missionaries to serve 8-23 hours per week in the Bishops' warehouse in Sigurd, Utah.
Duties: Stock; paperwork; helping customers with finding items, etc.
Skills: Willing to serve; ability to work with people; training will be provided. Will give specialized training. Just bring a love of service and willingness to work.
Contact: **Thurel and Karen Mason 435-529-3566**

ST. GEORGE/CEDAR CITY MULTI-STAKE

Church Service Missionary Coordinators Elder and Sister Morey 435-705-9613

Church Educational System

CES-1 CES Church Service Missionary 11-15-07

Need: Senior Missionary couple to serve 12 to 18 month with flexible schedule at the St. George Institute of Religion.

Duties: Willing to work evening hours; must be flexible in assignment; moderate lifting while stocking class manuals; supportive of office duties.

Skills: Gospel teaching experience helpful; should be able to relate with college age students; basic computer skills; good telephone skills; good people skills.

Contact: **Ellen Winn 435-673-4609 or winnes@ldscs.org**

DIRECTORS FOR TEMPORAL AFFAIRS

DTA-1 Real Estate Specialist 03-20-08

Need: A mature couple to support the Directors' for Temporal Affairs North America Real Estate Acquisitions Division in identifying, analyzing and assisting in the acquisition of real estate for Church facilities in the Utah South Area.

Duties: Assist the Director of Temporal Affairs North America Real Estate Acquisitions Division in identifying, analyzing the acquisition of real estate for Church facilities.

Skills: Good communication and people skills; comfortable working with priesthood leadership; strong work ethic and skill in developing and implementing critical path schedules are required. Ability to analyze markets, project residential growth patterns, site procurement back found with site development and municipal permitting experience is essential. Experienced supervision, directing or coordinating development activities with realtors, architects, engineers, surveyors and construction project management professionals, important; Training and background in all facets of commercial real estate desirable. Familiarity and experience in contract negotiations helpful

Contact: **Dwayne Liddell 801-240-2264 or LiddellDL@ldschurch.org**

DTA- 2 Little Thunder Girls Camp - Host Couple 03-20-08

Need: A host couple to coordinate activities at the girls' camp; must have a personal recreation camping vehicle to live in (with power generator, as there is no power at the camp); ability to be active at high altitude; and love for camping. Starting date is 15 May 2008.

Duties: Coordinate the multi-stake girls' camp; manage the camp facilities and provide information about it; help maintain camp guidelines to insure a good spirit of learning and growth for the girls while stakes conduct their camps. Send reports to the Washington Utah Buena Vista Stake on attendance numbers and recommendations for improvements.

Skills: Basic water system knowledge, camping, basic first aid, public relations, communication, and minimal record keeping skills.

Contact: **Andrew Egbert 435-668-6003 andy@infowest.com**

Family History

FH-1 Family History Department, Worldwide Support 11-15-07

Need: The Family History Department is looking for individuals to share their knowledge of family history in a work-at-home Church Service Missionary role. We are particularly interested in individuals who already have access to new FamilySearch and would welcome any individual with family history experience who could serve as a missionary.

Duties: Missionaries are needed to answer e-mails and/or phone calls to support aspects of family history such as new FamilySearch, Internet Indexing, Family History Centers and Research including family history products, such as PAF and FamilySearch. Missionaries would select which family history products they would prefer to support.

Skills: Missionaries should have some prior experience with family history programs and software, missionaries should be able to commit to 12-15 hours a week or more, and a minimum commitment of a 12 month mission is preferred.

Contact: **Elder Darryl Nilsson 801-240-0850 or nilssondj@ldschurch.org**

FCH-2 FH Consultant Trainers & Patron Assistants Regional Family History Center-St. George 11-15-07

Need: Couples needed immediately to work 12 hours per week at 410 S 200 E, St. George, Utah. Work schedules are flexible.

Duties: Train FH Consultants and assist patrons with genealogical research.

Skills: Computer experience is necessary and Family History training will be provided.

Contact: **Elder or Sister Beus 435-673-4591**

LDS FAMILY SERVICES

LDSFS-1 Office Clerk 11-15-07

Need: One individual to serve 8+ hours per week 12 to 24 months in the St George or Cedar City Family Services Office.

Duties: Filing and calling to make appointments and other office duties.

Skills: Office administration skills, good on phone, good working with people.

Contact: **Kendall Low 435-673-6446 or lowekq@ldsfamilyservices.org**

Materials Management

MMD-1 Patron Assistants – St. George Distribution Services 11-15-07

Need: Immediate need for 5 sisters to work at the front counter at the Distribution Center, 355 S. 200 E., St. George, Utah.

Duties: Sales; helping customers select garments and temple clothing; cashier; restocking

Skills: Temple Recommend; able to type; friendly; enjoy serving others.

Contact: **Jane Reed 435-673-3662 or reedrj@ldschurch.org**

MMD-2 Patron Assistants – St. George Distribution Services 11-15-07

Need: Immediate need for a couple to serve part time 355 S 200 E St. George, Utah. Length of calling to be determined.

Duties: Assist patrons in locating and selecting garments and temple clothing. Keep shelves stocked; process shipments.

Skills: Need to be able to bend, reach, stand and learn to use the cash register.

Contact: **Jane Reed 435-673-3662 or reedrj@ldschurch.org**

MEMBERSHIP - MSR

MSR-1 Member Locators 05-14-08

- Need:** There is an ongoing need for couples or individuals to serve 2 four hour shifts per week for 6 to 24 months at the St George Tabernacle, 4 South Main St. St. George, Utah. Training will be provided. Multiple positions are available. When members move without giving their ward or branch a forwarding address, their membership records are sent to Church headquarters. Without contact by the Church, some may become less-active. This is a great opportunity for you to bring the gospel back into the lives of members who move and lose contact with the Church.
- Duties:** Make telephone calls to Church members and others using a scripted dialogue and ask for address information. Volume control headsets available.
- Skills:** Ability to follow instructions and write call responses correctly and legibly. Training will be provided. Special language skills are a plus, especially Spanish
- Contact:** **Elder or Sister Persinger 435-628-9309 SGLocCtr@LDSChurch.org**
LaVon Pavlowich 800-453-3860 ext. 23492 PavlowichLL@ldschurch.org

MISSIONARY

MISS-1 Mission Medical Specialists 11-15-07

- Need:** There is an immediate need for a couple or individuals to serve part time as Mission Medical Specialists in all missions in the USA and Canada. The candidates will live in their own homes and work directly with the president of the mission where they live. Health care for missionaries is coordinated by the Missionary Department Health Services unit in Salt Lake City.
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MTC-1 “V” Foreign Language Trainers 05-09-08

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- Skills:** Native or fluent ability in the target language and conversant enough in English to communicate with the program coordinators.
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Physical Facilities

PFD-1 Quality Assurance Inspector – Physical Facilities 11-19-07

Need: Three or four individuals needed to serve part-time for 12 to 24 months providing quality assurance reviews of meetinghouses and other Church owned facilities in North America.

Duties: They will provide training to contractors, architectural and engineering consultants, and project and facilities managers. The assignment requires travel by plane and/or automobile to selected areas of the U. S. and Canada; all travel expenses will be paid by the Church. A current U.S. passport is required. Candidate must be physically able to travel for four days minimum once each month and to perform detailed inspections of each facility.

Skills: Bachelor of Science degree in an engineering discipline (structural, civil, mechanical, electrical, landscape architecture, architecture, sound and acoustics, construction management) from an accredited university or equivalent experience. Previous licensure as a professional engineer, landscape architect, architect (not required to be currently active) or equivalent experience required. Must be able to read and understand architectural and/or engineering drawings, to inspect projects for compliance to those drawings and prepare and deliver a detailed report of those observations. The tools used to prepare reports are Palm Pilot with spreadsheet, camera, computer and other specialized testing tools.

Contact: **Lyle Sheneman 801-240-2648 ShenemanLE@ldschurch.org**

PFD-2 Church Building Maintenance 11-15-07

Need: Couples and individuals are needed part time to help with church building maintenance in St. George and the surrounding area..

Contact: **Rick Wills 435-634-9094 or Paul Brown 435-628-4722**

Welfare

WEL-1 Church Employment Center, St. George 11-15-07

Need: Three couples by December 26, 2007. Two couples by February 5, 2008.

Duties: Work with members, Church leaders, businesses and schools to increase economic status of our members.

Skills: Charity. Much good happens through those who care..

Contact: **Douglas E. Mainord 435-656-1388 or wel-ec-stgeorge@ldschurch.org**

WEL-2 Deseret Industries Church Service Missionary St George 11-15-07

Need: Need 3 or more missionary couples to help work with trainees in Deseret Industries at 2480 East Red Cliffs Drive, St. George Utah.

Duties: Teaching classes, implementing vocational plans, developing rapport with trainees; provide training; teach GED and math to trainees

Skills: Good communication and writing; some experience in working with people with physical emotional disabilities.

Contact: **Grayson Rogers 435-652-8232 or rogersgk@ldschurch.org**

WEL-3 Bishops' Storehouse – Receptionist/Canning Coordinator 03-20-08

Need: Immediate need for one couple at the St. George Bishops' Storehouse

Duties: Receptionist, answer all in coming calls to the Bishop's Storehouse and Cannery, make reservations for patron canning, supervise the canning process.

Skills: Good people skills; lift at least 35 pounds, operate a cash register (will be trained).

Contact: Dale Hicken 435-673-3491

WEL-4 Worker at Bishop's Storehouse in St George 11-15-07

Need: Immediate need for one couple or two individuals

Duties: Work in the Storehouse helping patrons, stock shelves, help in the Cannery.

Skills: Good people skills, be able to lift at least 35 pounds.

Contact: Dale Hicken 435-673-3491

UTAH, WASATCH, and JUAB COUNTIES

Church Service Missionary Coordinators Elder and Sister Rowley

car-owl@comcast.net 801-812-0326

Audiovisual

AVD-1 Audiovisual Church Service Assistant Provo 11-15-07

- Need:** There is an immediate need for 2 young elders (19-22) to serve at the Motion Picture Studio in Provo, Utah. Serving up to 40 hours per week for a duration of 12, 18, or 24 months, assisting in the production of motion picture, video, DVD and live performances and broadcasts.
- Duties:** Be involved in various activities at the Motion Picture Studio, facilitating the production of Church related media. Assignments may include computer scheduling, courier, tour guide, set construction and set-up. In addition be involved with other Elders in gospel study, devotionals, and associations to aid in spiritual growth. This is a great opportunity for service as well as spiritual growth.
- Skills:** Need to have some computer skills and the ability to take direction as well as learn specific unique computer programs. Be physically able to perform light lifting.
- Contact:** Elder David Arntz 801-910-8154 or arntzcd@ldschurch.org

BYU BROADCASTING

BYU-B-1 BYU BROADCASTING SERVICE ASSISTANT - 01-24-08

- Need:** **Immediate** need for a young elder (19-24) or sister (21-26) to serve for up to 20 hours/week for a duration of 12, 18 or 24 months, assisting with the digital archiving project including ingesting, cataloging and adding metadata to media at 2000 Ironton Blvd., Provo, UT.
- Duties:** Establishing a digital library, cataloging and adding metadata to over 20,000 hours of program content, to be used for KBYU-TV, BYU-TV and BYU-TV International
- Skills:** Great organizational, communication and people skills and comfortable working within broadcast operations. Computer skills and excellent technical aptitude required. Be well organized and able to take direction and work independently with attention to detail. Ability to catalogue, index and add metadata for ingesting content into digital library for easy retrieval. Training will be provided. Knowledge and experience with media creation and management is greatly beneficial.
- Contact:** Steven V. Sorenson 801-422-8449 steven.sorenson@byu.edu

BYU - PROVO

BYUP-1 BYU Museum of Art - Events Assistant – 04-22-08

- Need:** **Immediate** need for a senior sister to serve 8-32 hours per week, 12, 18, or 24 months as a museum events assistant and/or hostess.
- Duties:** Work with Museum staff members to organize public and campus events, order food and services, and maintain records of those events.
- Skills:** Must have excellent organizational and record-keeping skills with an affinity for detail and the ability to work under pressure. Basic word programming skills

on the computer are preferred. Strong interpersonal skills and previous experience working with the public is helpful. Must be available some evenings for supervision of events and will be using campus vehicles for picking up orders and supplies off-campus.

Contact: Rita Wright 801-522-5323 rita_wright@byu.edu

CHURCH EDUCATION SYSTEM

CES-1 Teacher's Assistants in Special Needs Seminary Class 05-22-08

Need: Couples or individuals needed for a minimum commitment of one year, 6 hours per day for 2 days per week to be teacher's assistants at the Special Needs Seminary at Dan Peterson school for the disabled in American Fork.

Duties: Under the compassionate supervision of a seminary teacher and /or seminary principal help and support seminary students with various disabilities learn the gospel during their seminary classes. Escort Students from their school classroom to their seminary class and back again to their school classroom.

Skills: Training is provided. Experience working with individuals with disabilities is not necessary. Love of the gospel and a willingness to share this love, your talents, and testimony are readily accepted.

Contact: Paul R. Myers, Principal at 801-763-4536 or myerspr@ldsces.org

DIRECTORS FOR TEMPORAL AFFAIRS

DTA-1 Real Estate Specialist 11-15-07

Need: A mature couple to support the Directors' for Temporal Affairs North America Real Estate Acquisitions Division in identifying, analyzing and assisting in the acquisition of real estate for Church facilities in the Utah South Area.

Duties: Assist the Director of Temporal Affairs North America Real Estate Acquisitions Division in identifying, analyzing the acquisition of real estate for Church facilities.

Skills: Good communication and people skills; comfortable working with priesthood leadership; strong work ethic and skill in developing and implementing critical path schedules are required. Ability to analyze markets, project residential growth patterns, site procurement back found with site development and municipal permitting experience is essential. Experienced supervision, directing or coordinating development activities with realtors, architects, engineers, surveyors and construction project management professionals, important; Training and background in all facets of commercial real estate desirable. Familiarity and experience in contract negotiations helpful

Contact: Dwayne Liddell 801-240-2264 or LiddellDL@ldschurch.org

FAMILY and CHURCH HISTORY

FH-1 Family History Department, Worldwide Support 11-15-07

Need: The Family History Department is looking for individuals to share their knowledge of family history in a work-at-home Church Service Missionary role. We are particularly interested in individuals who already have access to new FamilySearch and would welcome any individual with family history experience who could serve as a missionary.

Duties: Missionaries are needed to answer e-mails and/or phone calls to support aspects of family history such as new FamilySearch, Internet Indexing, Family

History Centers and Research including family history products, such as PAF and FamilySearch. Missionaries would select which family history products they would prefer to support.

Skills: Missionaries should have some prior experience with family history programs and software, missionaries should be able to commit to 12-15 hours a week or more, and a minimum commitment of a 12 month mission is preferred.

Contact: **Elder Darryl Nilsson 801-240-0850 or nilssondj@ldschurch.org**

FH-2 Patron Assistants, BYU Family History Library 11-15-07

Need: Couples or individuals needed for a minimum commitment of one year, 8 hours weekly.

Duties: Assist patrons with family history research and in preparing names for the temple. Assist patrons in both traditional and computer research. The library is open many hours throughout the week so there will be some schedule choices. There are excellent training opportunities available. The BYU Family History Library is located in the BYU Harold B. Lee Library.

Skills: Willing to learn. Genealogy experience is not mandatory.

Contact: **If you are interested, Contact: the Director of the BYU Family History Library 801-422-3766 or byufhl.director@byu.edu**

LDS FAMILY SERVICES

LDSFS-1 Addiction Recovery Counselors 02-01-08

Need: Couples to serve 12 to 24 months using the 12 step addiction recovery programs for substance abuse or sexual/pornography addiction.

Duties: Oversee meetings, coordinate with bishops and do out reach presentations to ward priesthood and Relief Society groups.

Skills: No experience is necessary; training will be provided; should have good people skills and the ability to keep information confidential.

Contact: **Kevin Sherman 801-216-7000 ShermanKC@Ldsfamilyservices.org**

Materials Management

MMD-1 Sales Assistants – Mt Timpanogos Utah Distribution Center 02-01-08

Need: Immediate need for two individuals (female) to serve 8 hours per week during the day; hours are flexible.

Duties: Assist patrons in locating and selecting garments and temple clothing.

Skills: People skills; able to be on feet for up to 4 hours and lift up to 10 pounds.

Contact: **Marna Kerby 801-763-4589 kerbys@ldschurch.org**

MMD-2 Sales Assistants – Orem Utah Distribution Center 02-29-08

Need: Single female, male or couples. Positions available Monday – Saturday, 8-32 hours per week.

Duties: Assist patrons in locating and selecting garments and temple clothing.

Skills: People skills; able to be on feet for up to 4 hours.

Contact: **Roger Toone 801-226-2087 TooneRK@ldschurch.org**

MMD-3 Sales Assistants – Spanish Fork Distribution Center 11-15-07

Duties: Assist patrons in locating and selecting garments and temple clothing.

Skills: Computer skills helpful but not necessary.

Need: Single female or male; 8 hours per week; 4 hours on Saturdays.

Contact: **Ann Gull or Carolyn Johnson 801-798-3752.**

MMD-4 Sales Assistants – BYU Distribution Center 11-15-07

Need: 3 or 4 sisters to serve 1-2 days per week; Monday through Saturday, minimum of 8 hours a week. A faculty parking lot sticker is provided.

Duties: Missionaries will assist patrons in locating and selecting garments and temple clothing.

Skills: Computer skills helpful but not necessary (help will be provided).

Contact: **Bonnie Wilde or Claire Rogers 801-422-1416**

MMD-5 Sales Assistants – Spanish Fork Distribution Center 11-15-07

Need: 5 couples to serve part time, 8 hours per day, 1 day per week.

Duties: The receiving clerks will check in freight, stock shelves and keep the back room in order. The patron assistants will help patrons with clothing and curriculum, use a computer for sales, help with special orders, stock shelves and bins, and keep the store in order.

Skills: Foreign language skills are helpful, Spanish especially, but not required. Computer skills helpful but not required. People skills needed to deal with patrons. Need to be able to lift 35 pounds and be on feet for 8 hours. Candidates must have a current temple recommend.

Contact: **Charleen Sump 801-226-2087 or Ann Gull 801-798-3752**

MMD-6 Sales Assistants – Orem Distribution Center 10-18-05

Need: 5 couples or 10 individuals to serve part time, 4 to 8 hours per day, 2 to 5 days per week for a period of 6 to 12 months. This need is immediate. The location of the Orem Distribution Center is 232 East University Parkway, Orem, Utah 84058.

Duties: Assist customers in locating church materials. Additionally, ensure every patron feels the spirit.

Contact: **Steve Showalter 801-226-2087**

MMD-7 Receptionist at Beehive Clothing and Manufacturing, American Fork 11-15-07

Need: There is an immediate need for 1 or 2 individuals to serve 12 months, 5 days per week from 8:30 AM to 3:00 PM with lunch at the American Falls plant at 398 East 1100 South.

Duties: Front Office Receptionist, answering multiple telephone line for management and production floor employees, typing, data entry, scanning payroll information, and greeting visitors.

Skills: Computer skills sufficient to enter data, scan payroll information with associated payroll codes, good public relations and telephone etiquette, good working knowledge of Word and Excel. May, on occasion, be requested to serve as needed in the event of absenteeism.

Contact: **Susan Zeisler 801-240-4008 or zeislsl@ldschurch.org**

MISSIONARY

MISS-1 Mission Medical Specialists 11-15-07

Need: There is an immediate need for a couple or individuals to serve part time as Mission Medical Specialists in all missions in the USA and Canada. The candidates will live in their own homes and work directly with the president of the mission where they live. Health care for missionaries is coordinated by the Missionary Department Health Services unit in Salt Lake City.

Duties: Advise Mission Presidents on missionary health, including direct examination and telephone Contact, attend zone conferences and teach missionaries on preventive health care.

Skills: Medical doctor, registered nurse, physician assistant, mental health counselor – active practice or recently retired.

Contact: **Donald B. Doty, M.D. 801-240-7733 or 801-718-6323**

Missionary Training Center – Provo Utah

MTC-1 MTC Referral Center – Home-based Assistant 05-09-08

Need: Immediate need for individuals to receive and process Church media requests via their computer from their homes. Must be pre-approved for this calling by the contact listed below and must have a computer with high-speed internet and be able to operate it.

Duties: Using software downloaded to their personal computers via the internet, they will answer in-coming calls routed to them from the MTC Referral Center by following a pop-up script which will appear on their monitor.

Skills: Willing to serve the Lord and follow instructions utilizing “Preach My Gospel” concepts.

Contact: **Elder or Sister Rentz 801-489-4480 or noelrentz@msn.com**

MTC-2 “V” Foreign Language Trainers 05-09-08

Need: Volunteers to assist the Provo Missionary Training Center in the language training of senior missionaries as well as mission presidents and wives who will need to communicate in other than their native language.

Duties: Participants will supplement the efforts of tutors by providing opportunity for conversational practice of concepts learned. Although some need exists for on-site involvement at the Provo MTC, the majority of volunteers will serve over the telephone from their homes at a time convenient to their schedule. As little as one hour per week will be required.

Skills: Native or fluent ability in the target language and conversant enough in English to communicate with the program coordinators.

Contact: **Elder or Sister Jensen 801-422-4567 or churchserv@mtc.byu.edu**

MTC-3 Foreign Language Interpreters 05-09-08

Need: Individuals to serve at various times throughout the week. Meetings needing interpreters take place at different times and on different days of the week.

Duties: Provide interpretation for missionaries who are not proficient in English and are at the MTC learning English as a second language.

Skills: Ability to listen to talks in English and translate into needed language using a TV monitor, headphones and a microphone; helpful to be bilingual in any foreign language.

Contact: **Elder or Sister Jensen 801-422-4567 or churchserv@mtc.byu.edu**

MTC-4 Investigator Role Players in Foreign Languages 05-09-08

Need: Individuals or couples, Mon. and Tues., any time from 8 AM to 6 PM; Wed-Sat, any time from 8 AM to 9 PM.

Duties: Pose as investigators ; Conduct 15-Minute get-acquainted conversations with Missionaries followed by 40-minute lessons from “Preach My Gospel.”

Skills: Be bilingual in any of the following:
Albanian, Armenian, ASL, Bulgarian, Cambodian, Cantonese, Cebuano, Croatian, Czech, Danish, Dutch, Estonian, Fijian, Finnish, French, German,

Greek, Haitian-Creole, Hmong, Hungarian, Icelandic, Indonesian, Italian, Japanese, Korean, Laotian, Latvian, Lithuanian, Malagasy, Mandarin, Mongolian, Norwegian, Polish, Portuguese, Romanian, Russian, Samoan, Serbian, Slovak, Slovene, Spanish, Swedish. Tagalog, Tahitian, Thai, Tongan, Ukrainian, Vietnamese .

Contact: Elder or Sister Jensen 801-422-4567 or churchserv@mtc.byu.edu

MTC-5 Investigator Role Players in English 05-09-08

Need: Individuals and/or couples Monday thru Friday from 8 AM to 1 PM.
Duties: Listen to missionaries present 40-minute lessons from "Preach My Gospel"; pose as investigators.
Skills: Be attentive and receptive to new missionaries in their presentations of prepared lessons.

Contact: Elder or Sister Jensen 801-422-4567 or churchserv@mtc.byu.edu

MTC-6 Shift Leaders 05-09-08

Need: Couples needed any day of the week, Mon.-Sat. for 3-4 hours.
Duties: Contact and coordinate volunteers to pose as investigators in the Teaching Resource Center and Senior Missionary Training Center.

Contact: Elder or Sister Jensen 801-422-4567 or churchserv@mtc.byu.edu

MTC-7 Referral Center 05-09-08

Need: Individuals or couples to work any time on Sunday between 8am and 10:30pm, Tuesday evenings any time from 6 pm to 10:30 pm and any other evening from 8:30 pm 10:30 pm.
Duties: Answer in-bound calls from the Church's 800 number.
Skills: Ability to talk directly with people calling in for a copy of the Book of Mormon, Church video, etc.

Contact: Elder or Sister Jensen 801-422-4567 or churchserv@mtc.byu.edu

MTC-8 Security and Traffic Control 05-09-08

Need: Individuals on Wednesday from 10:30 AM to 1:30 PM
Duties: Assist missionaries and their families with luggage drop-off and parking.

Contact: Elder or Sister Jensen 801-422-4567 or churchserv@mtc.byu.edu

MTC-9 Driver/Escorts 05-09-08

Need: Individuals available on a flexible basis any time during the week, Mon. to Sat.
Duties: Transport young missionaries to medical, dental and other appointments.
Skills: Good driving record and current driver's license. Missionary car provided.

Contact: Elder or Sister Jensen 801-422-4567 or churchserv@mtc.byu.edu

MTC-10 Reading Tutors 05-09-08

Need: Individuals to serve for 4- 8 hours per week.
Duties: Assist missionaries to improve reading and/or comprehension skills.
Skills: Ability to relate to young missionaries, strong knowledge of scriptures and gospel, ability to teach strategies for improving reading.

Contact: Elder or Sister Jensen 801-422-4567 or churchserv@mtc.byu.edu

MTC-11 Missionary Assistance 05-09-08

Need: Sisters to serve one day per week from 4 to 7 hours per day.
Duties: Assist international missionaries to obtain clothing and needed supplies.

Skills: Spanish would be helpful but not necessary; able to lift up to 20 pounds and run errands to the mall.

Contact: Elder or Sister Jensen 801-422-4567 or churchserv@mtc.byu.edu

MTC-12 Investigator Role Players to Senior Missionaries 05-09-08

Need: Individuals or couples on Tues. and Wed. afternoons, 2:30-3:30 PM, and Friday. mornings, 10:15 AM -11:15. AM.

Duties: Listen to senior missionaries present 40-minute lessons from “Preach My Gospel.” Attend brief prayer meeting.

Skills: Be attentive, cordial and receptive to the missionary presentations.

Contact: Elder or Sister Jensen 801-422-4567 or churchserv@mtc.byu.edu

PHYSICAL FACILITIES

PFD-1 Missionary Construction Project Accountant–Physical Facilities 01-30-08

Need: **Immediate** need for construction project financial accounting support; could use services 32 hours per week; COB 12th Floor. Couples or singles are welcome.

Duties: Work with construction project financial analysts on meetinghouses, temples, and special projects providing financial support, reporting, compliance with contracts, analysis of pay requests, and set-up and maintenance of databases.

Skills: Accounting degree and experience with construction contract administration, accounting, or auditing. Job requires being computer savvy with Excel, Word, and would be helpful to have Access and PeopleSoft experience. Internal training is available. Spanish language skills are very useful.

Contact: Craig L. Jensen 801-240-3554 jensenc1@ldschurch.org

PFD-2 Missionary Accountant Assistant– Physical Facilities 01-30-08

Need: **Immediate** need for accountant assistant for construction projects. Could use services 32 hours per week; COB 12th Floor. Couples or singles, **including young adults seeking to serve an alternative mission**, are welcome.

Duties: Help financial analysts with detailed clerical duties and processes, including data entry, project set-up, e-mail handling, error correction and accounting assistance, and maintenance of databases.

Skills: Job requires being computer savvy with Excel, Word, and would be helpful to have Access and PeopleSoft experience. Internal training is available. Spanish language skills are very useful.

Contact: **Craig L. Jensen 801-240-3554** jensenc1@ldschurch.org

PFD-3 Quality Assurance Inspector – Physical Facilities 11-19-07

Need: Three or four individuals needed to serve part-time for 12 to 24 months providing quality assurance reviews of meetinghouses and other Church owned facilities in North America.

Duties: They will provide training to contractors, architectural and engineering consultants, and project and facilities managers. The assignment requires travel by plane and/or automobile to selected areas of the U. S. and Canada; all travel expenses will be paid by the Church. A current U.S. passport is required. Candidate must be physically able to travel for four days minimum once each month and to perform detailed inspections of each facility.

Skills: Bachelor of Science degree in an engineering discipline (structural, civil, mechanical, electrical, landscape architecture, architecture, sound and acoustics, construction management) from an accredited university or equivalent experience. Previous licensure as a professional engineer, landscape architect, architect (not required to be currently active) or equivalent experience required. Must be able to read and understand architectural and/or engineering drawings, to inspect projects for compliance to those drawings and prepare and deliver a detailed report of those observations. The tools used to prepare reports are Palm Pilot with spreadsheet, camera, computer and other specialized testing tools.

Contact: **Lyle Sheneman 801-240-2648 ShenemanLE@ldschurch.org**

PRIESTHOOD

PST-1 Nauvoo Pageant Costume Assistants 11-15-07

Need: There is an immediate need for 10 to 12 individuals to serve 1 to 5 days per week for 6 months at the Conference Center in Salt Lake City.

Duties: Sew the costumes used in the Nauvoo Pageant.

Skills: Basic sewing skills and a desire to serve others is essential. Advanced sewing skills or experience in millinery, patterning, tailoring and knitting are helpful.

Contact: **Jannette Lusk-Uterborn 801-240-6488 or lusk-uterbornja@ldschurch.org**

PST-2 Receptionist - Music and Cultural Arts Division 12-07-07

Need: A receptionist is needed for the Music and Cultural Arts Division beginning 01-01-2008. This service could be daily during office hours (8:00-5:00) and will likely be filled by more than one individual. Multiple days of service would be preferable for continuity.

Duties: Answer phones, greet visitors, direct messages, sort mail, word processing, etc.

Skills: Courteous and effective in dealing with others; personal computer and word processing skills are very helpful.

Contact: **Bonnie Ashby, 801-240-2551 or ashbybm@ldschurch.org**

WELFARE

WEL-1 Bishops Storehouse - Warehouse Workers - Lindon 04-14-08

Need: Immediate need for four individuals to serve part-time for eight hours per day, one day per week; or two individuals to serve part-time eight hours per day for two days per week. Schedules do have some flexibility

Duties: Work in the warehouse doing assigned tasks; must be able to lift a minimum of 40 pounds at a time.

Skills: Desire to serve others.
Contact: Tyler Sperry 801-785-0996 sperrytr@ldschurch.org

WEL-2 Bishop's Storehouse - Storehouse Attendants - Spanish Fork 04-14-08
Need: 3 couples or 6 individuals to serve part time, 8 to 12 hours per week; flexible hours; (Mondays, Tuesdays and Thursdays).
Duties: Stock shelves, bag fruit and vegetables, minor cleaning and assist patrons.
Skills: Good disposition, small lifting, and enjoy serving people.
Contact: John or Barbara Packer 801-798-5565 WEL-SH-SpFork@ldschurch.org

WEL-3 Deseret Industries -Teachers/Instructors – Provo 04-14-08
Need: 4 couples or 8 individuals to serve part time, 8 to 32 hours per week, at the Provo Deseret Industries at 1415 North State St. Provo, UT 84604. Work schedule is flexible.
Duties: Teach English (ESL), Literacy, and Math. Perform basic office duties.
Skills: Desire to serve. Spanish language skills would be helpful but not required.
Contact: Sid Thomas 801-818-6138 thomassx@ldschurch.org

WEL-4 Deseret Industries –Office Assistant – American Fork 03-20-08
Need: One sister to serve 8 to 16 hours per week, for 12, 18, or 24 months at the American Fork Deseret Industries. Work schedule is flexible.
Duties: Perform basic office duties; correspondence, data entry; filing paperwork; and compiling reports.
Skills: No prior experience necessary; on-site training will be provided.
Contact: Troy Davis 801-216-8037 davistr@ldschurch.org

WEL-5 Deseret Industries – Teacher - American Fork 04-14-08
Need: Individuals to assist with training. No training experience needed but prior experience would be helpful. Teach English, Math, Literacy, and other skill training classes.
Duties: Teach individuals in a classroom setting.
Skills: None required - Missionaries will be taught how to teach the classes.
Contact: Sid Thomas 801-216-8037 or thomassx@ldschurch.org

WEL-6 Deseret Industries -Teachers/Instructors – American Fork 03-20-08
Need: Two couples or 4 individuals to serve 8 to 16 hours per week, for 12, 18, or 24 months, at the American Fork Deseret Industries. Assist the Development Team in helping associates become more self-reliant through skills training.
Duties: Tutor associates in reading, writing, and math and teach independent living skills such as balancing a checkbook; maintaining a budget; etc.
Skills: No prior experience is necessary; on-site training will be provided.
Contact: Troy Davis 801-216-8037 davistr@ldschurch.org

WEL-7 Employment Resource Center -Employment Counselors - American Fork 03-20-09
Need: 2 couples to serve part time, 15 to 20 hours per week.
Duties: Serve as employment counselors.
Skills: Basic computer skills helpful but not necessary, training will be provided.
Contact: Elder or Sister Henderson 801-756-6079

WEL-8 Employment Resource Center - Employment Counselors – Spanish Speaking - American Fork 11-15-07

Need: 1 couple; 1-2 days and 15 hours per week.
Duties: Spanish speaking employment counselors
Skills: Basic computer skills helpful but not necessary, training will be provided.
Contact: **Elder or Sister Henderson 801-756-6079**

WEL-9 Employment Counselors – Provo Employment Services 04-14-08

Need: Couples or individuals to serve part time. Work schedules are flexible and can be arranged to meet individual needs.
Duties: **Spanish speaking** employment counselors.
Skills: Desire to serve people.
Contact: **Larry Stevenson 801-818-6161 StevensonLD@isdchurch.org**

WEL-10 Employment Counselors – Spanish Fork Employment Services 04-14-08

Need: Couples or individuals to serve part time. Work schedules are flexible and can be arranged to meet individual needs.
Duties: Serve as employment counselors.
Skills: Desire to serve people.
Contact: **Larry Stevenson 801-818-6161 StevensonLD@isdchurch.org**

WEL-11 Home Storage Center - Assistants - Spanish Fork 04-14-08

Need: 2 couples to serve part time up to 10 hours per week at the Spanish Fork Home Storage Center @ 421 South 200 East Spanish fork, Utah.
Duties: Office assistance as clerk and/or cashier. Assist patrons with their dry packing. Handle dry pack materials.
Skills: Desire to serve, training in the different operations will be provided. Brothers should be able to lift up to 40 pounds.
Contact: **Ray or Charlotte Mecham 801-798-5565 or 801-798-2558**

VERNAL - UINTAH COUNTY MULTI-STAKE

Church Service Missionary Coordinators Elder and Sister Foley 435-789-3744

DIRECTORS FOR TEMPORAL AFFAIRS

DTA-1 Real Estate Specialist 11-15-07

- Need:** A mature couple to support the Directors' for Temporal Affairs North America Real Estate Acquisitions Division in identifying, analyzing and assisting in the acquisition of real estate for Church facilities in the Utah South Area.
- Duties:** Assist the Director of Temporal Affairs North America Real Estate Acquisitions Division in identifying, analyzing the acquisition of real estate for Church facilities.
- Skills:** Good communication and people skills; comfortable working with priesthood leadership; strong work ethic and skill in developing and implementing critical path schedules are required. Ability to analyze markets, project residential growth patterns, site procurement back found with site development and municipal permitting experience is essential. Experienced supervision, directing or coordinating development activities with realtors, architects, engineers, surveyors and construction project management professionals, important; Training and background in all facets of commercial real estate desirable. Familiarity and experience in contract negotiations helpful
- Contact:** **Dwayne Liddell 801-240-2264 or LiddellDL@ldschurch.org**

FAMILY and CHURCH HISTORY DEPARTMENT

FH-1 Family History Department, Worldwide Support 11-15-07

- Need:** The Family History Department is looking for individuals to share their knowledge of family history in a work-at-home Church Service Missionary role. We are particularly interested in individuals who already have access to new FamilySearch and would welcome any individual with family history experience who could serve as a missionary.
- Duties:** Missionaries are needed to answer e-mails and/or phone calls to support aspects of family history such as new FamilySearch, Internet Indexing, Family History Centers and Research including family history products, such as PAF and FamilySearch. Missionaries would select which family history products they would prefer to support.
- Skills:** Missionaries should have some prior experience with family history programs and software, missionaries should be able to commit to 12-15 hours a week or more, and a minimum commitment of a 12 month mission is preferred.
- Contact:** **Elder Darryl Nilsson 801-240-0850 or nilssondj@ldschurch.org**

LDS FAMILY SERVICES

LDS-FS-1 Roosevelt Addiction Recovery Workers 11-15-07

- Need:** There is a need for 1 couple to serve 3 days a week 12-20 hours per week on Thursday, Friday and Sunday evenings.
- Duties:** Teach addiction recovery lessons; Teach, counsel and encourage wonderful people who are making a sincere effort to escape their addictions. One of the currently serving missionaries said: "This is the most wonderful calling I have ever had in the Church. I see the power of the atonement every day. I love this work."

Skills: Must have charity; be able to teach adults and older youth; must be a good listener; no experience is necessary; training will be provided.

Contact: **Scott S. Henderson 435-896-6446** Fam-UT-Richfield@ldschurch.org

Materials Management

MMD-1 Sales Assistants – Vernal Utah Distribution Services Center 12-31-07

Need: **Immediate** need for one sister to serve six to 24 months, eight hours per week at the distribution center located at 613 W. 200 S, Vernal, UT.

Duties: Receive freight and stock shelves each Wednesday afternoon, assist customers, and perform other duties as assigned.

Skills: Will be trained in basic retail clerk responsibilities, must be an endowed female with a current temple recommend.

Contact: **Tanya H. Montgomery 435-789-1360**

MISSIONARY

MISS-1 Mission Medical Specialists 11-15-07

Need: There is an immediate need for a couple or individuals to serve part time as Mission Medical Specialists in all missions in the USA and Canada. The candidates will live in their own homes and work directly with the president of the mission where they live. Health care for missionaries is coordinated by the Missionary Department Health Services unit in Salt Lake City.

Duties: Advise Mission Presidents on missionary health, including direct examination and telephone Contact, attend zone conferences and teach missionaries on preventive health care.

Skills: Medical doctor, registered nurse, physician assistant, mental health counselor; active practice or recently retired.

Contact: **Donald B. Doty, M.D. 801-240-7733 or 801-718-6323**

Missionary Training Center – Provo Utah

MTC-1 “V” Foreign Language Trainers 01-18-08

Need: Volunteers to assist the Provo Missionary Training Center in the language training of senior missionaries as well as mission presidents and wives who will need to communicate in other than their native language.

Duties: Participants will supplement the efforts of tutors by providing opportunity for conversational practice of concepts learned. Although some need exists for on-site involvement at the Provo MTC, the majority of volunteers will serve over the telephone from their homes at a time convenient to their schedule. As little as one hour per week will be required.

Skills: Native or fluent ability in the target language and conversant enough in English to communicate with the program coordinators.

Contact: **Elder or Sister Jensen 801-422-4567 or** churchserv@mtc.byu.edu

PHYSICAL FACILITIES

PFD-1 Quality Assurance Inspector – Physical Facilities 11-19-07

- Need:** Three or four individuals needed to serve part-time for 12 to 24 months providing quality assurance reviews of meetinghouses and other Church owned facilities in North America.
- Duties:** They will provide training to contractors, architectural and engineering consultants, and project and facilities managers. The assignment requires travel by plane and/or automobile to selected areas of the U. S. and Canada; all travel expenses will be paid by the Church. A current U.S. passport is required. Candidate must be physically able to travel for four days minimum once each month and to perform detailed inspections of each facility.
- Skills:** Bachelor of Science degree in an engineering discipline (structural, civil, mechanical, electrical, landscape architecture, architecture, sound and acoustics, construction management) from an accredited university or equivalent experience. Previous licensure as a professional engineer, landscape architect, architect (not required to be currently active) or equivalent experience required. Must be able to read and understand architectural and/or engineering drawings, to inspect projects for compliance to those drawings and prepare and deliver a detailed report of those observations. The tools used to prepare reports are Palm Pilot with spreadsheet, camera, computer and other specialized testing tools.
- Contact:** **Lyle Sheneman 801-240-2648 ShenemanLE@ldschurch.org**

PFD-2 Custodian Vernal 11-15-07

- Need:** Several couples or individuals to serve part time for 8 to 31 hours per week for a period of 6 to 24 months. Start date is immediate. Work assignment is in the Vernal Utah area.
- Duties:** Custodial work in meeting houses, touch-up painting and staining of woodwork, deep cleaning and general maintenance; seasonal grounds-keeping duties; including planting and caring for flowerbeds and shrubs. This is a genuine opportunity for spiritual service to the Lord. During periods of quiet solitude in the Lord's house, His spirit can draw near. A calling to perform mundane tasks becomes sacred time with our Savior.
- Skills:** Training and tools will be provided. Provide own transportation and have a willingness to work on and be inspired by the Lord's buildings and grounds.
- Contact:** **Jeffory K. Calder 435-781-1511 FDM-Vernal-UT-FM@ldschurch.org**

PFD-3 Custodian Roosevelt Area 11-15-07

- Need:** Several couples or individuals to serve part time for 8 to 31 hours per week for a period of 6 to 24 months. Start date is immediate. Work assignment is in the Roosevelt Utah area.
- Duties:** Custodial work in meeting houses, touch-up painting and staining of woodwork, deep cleaning and general maintenance; seasonal grounds-keeping duties; including planting and caring for flowerbeds and shrubs. This is a genuine opportunity for spiritual service to the Lord. During periods of quiet solitude in the Lord's house, His spirit can draw near. A calling to perform mundane tasks becomes sacred time with our Savior.
- Skills:** Training and tools will be provided. Provide own transportation and have a willingness to work on and be inspired by the Lord's buildings and grounds.
- Contact:** **James Lisonbee 435-722-4102**

WELFARE

WEL-1 Storehouse Assistants- Roosevelt UT Bishops Storehouse 12-31-07

Need: One couple is needed for 12 to 24 months to assist in the Roosevelt Utah Bishops' Storehouse.

Duties: Stock shelves, help patrons, light housekeeping, general store operations. Work 8 to 31 hours per week..

Skills: No experience necessary. Training will be provided.

Contact: **Earl Murphy 435 722-2157**

WEL-2 Home Storage Center - Managers -Vernal Utah 03-20-08

Need: One couple needed for 18 to 24 months to manage the Vernal Utah Home Storage (Dry Pack Cannery).

Duties: Responsible for all operations of the Home Storage facility; order and stock goods; teach and assist patrons with canning operation.

Skills: Must enjoy working with people.

Contact: **C. Kelsey Ruse (801) 250-5853 WEL-SH-Magna@ldschurch.org**

WEL-3 Sales and Merchandising Mentor/Trainer 11-15-07

Need: Immediate need for 1 individual to serve 16 hours per week 6, 12, 18, or 24 months per year at the Vernal Deseret Industries Store.

Duties: Teach merchandising and customer relations; may also cashier.

Skills: Experience in retail sales and merchandising; ability to teach one on one in a work environment.

Contact: **Gordon Kitchen 435-789-7945 Wel-DI-Vernal@ldschurch.org**

WEL-4 Truck Driver Vernal Deseret Industries 11-15-07

Need: Immediate need for 1 individual to serve 10 hours per week 6, 12, 18, or 24 months per year at the Vernal Deseret Industries.

Duties: Drive a truck; pick up donations from the Altamont, Duchesne, and Roosevelt drop sites and transport them to the Vernal Deseret Industries Store; may also transport items to the Provo Deseret Industries.

Skills: CDL license and truck driving skills.

Contact: **Gordon Kitchen 435-789-7945 Wel-DI-Vernal@ldschurch.org**