

# Work Ministry

## FBO Communications

### (A) Message to Faith Leadership to Introduce Work Ministry

(date)

Dear .....,

Work is an expression of our dignity and our involvement in God's creation.

We are pleased to announce the formation of a new ministry for the (name of faith-based organization), called **Work Ministry**, which will launch and develop Job Support groups. Because of the rapidly changing employment market and our desire to assist members in need, (FBO)...is now encouraging the establishment of Job Support groups at all locations capable of sustaining programs. It is a positive process that deals with the universal problem of employment.

We are engaging the services of Work Ministry, which is a career management resource that provides guidance and leadership in behalf of Faith-Based Organizations for the development of Job Support groups. By offering practical job seeking skills, career information, and technology to the unemployed, the underemployed and career changers, Work Ministry supports the pursuit of fulfilling work and fair wages. The website is [www.workministry.com](http://www.workministry.com). At present, there are dozens of successful programs in place in Faith-Based Organizations around the US, offering examples for us to follow and build upon for an effective Work Ministry.

A Representative of Work Ministry will assist us in all phases of the launch of our Job Support groups and will be contacting each of you to introduce this program. If there are any questions, please contact Bill Broderick at: [work@workministry.com](mailto:work@workministry.com).

Sincerely Yours,

xxxxxx

[www.workministry.com](http://www.workministry.com)

Copyright 2004, Work Ministry. All rights reserved.

## (B) Message to Faith Membership to acquire Volunteers

### **Job Support groups help people with career change: Work Ministry is the change agent**

All of us know members of our faith community who are unemployed, underemployed or seeking career change. We would like to set up a Job Support group for the (name of FBO)... and are looking for two or three volunteers willing to offer a few hours per week in Leadership of a group.

All initial training and development of Leaders will be provided by Work Ministry, a career management resource providing support for faith-based organizations serving the unemployed, the underemployed and career changers. Work Ministry provides resources for spiritual support, career management and technology for Job Support groups and members seeking assistance.

Additional information on the program and services is available at: [www.workministry.com](http://www.workministry.com). Volunteers should plan to attend a meeting at.... on ..... to learn more about the program. Call xxx-xxx-xxxx to confirm plans to attend. If you are an employer or hiring manager, please visit the site as well.

And thanks for your commitment to assisting members of our ..... and community.

Sincerely Yours,

xxxxx

## (C) Message to Faith membership to Announce Work Ministry Services

### **Job Support groups help people with career change: Work Ministry is the change agent**

All of us know members of our faith community who are unemployed, underemployed or seeking career change. We are exploring the set up a Job Support group and are looking for two or three volunteers willing to offer a few hours per week in leadership of a group.

All initial training and development of Leaders will be provided by Work Ministry, a career management resource providing support for faith-based organizations serving the unemployed, the underemployed and career changers. Work Ministry provides resources for spiritual support, career management and technology for Job Support groups and members seeking assistance.

In the short-term, all members of our faith community are welcome to obtain additional information on the program and career services available at: [www.workministry.com](http://www.workministry.com). Individuals interested in volunteering to lead a Job Support group should contact us for further information.

If you are an **employer or hiring manager**, please visit the site as well.

And thanks for your commitment to assisting members of our faith community.

*All information is copyrighted by Work Ministry or resources noted. Printing of any information is permitted, but documents may not be altered or used for commercial purposes.*