

East Jamaica Conference
Of Seventh-day Adventists
ADRA COORDINATOR

74 CONSTANT SPRING ROAD ▪ P.O. BOX 181
KINGSTON 10, JAMAICA W.I.
Tel: (876) 924-1061-5 | Fax: (876) 924-0263
E-mail: sschooler@ejcsda.com
Website: www.ejcsda.com/



October 29, 2024.

TO ALL: PASTORS, ELDERS, CHURCH BOARDS, AND MEMBERS.

RE: ADVENTIST DEVELOPMENT AND RELIEF AGENCY (ADRA)

For Your Contemplation

Preaching alone is not enough

“Practical work will have far more effect than mere sermonizing. We are to give food to the hungry, clothing to the naked, and shelter to the homeless. And we are called to do more than this. The wants of the soul, only the love of Christ can satisfy. If Christ abides in us, our hearts will be full of divine sympathy. The sealed fountains of earnest, Christlike love will be unsealed.” (*Christ’s Object Lessons*, p. 417)

ADRA Conference Coordinators

As an ADRA Coordinator at East Jamaica Conference (EJC), I am expected to be the focal point of contact between ADRA Jamaica and the locale I serve. I am expected to proactively seek opportunities to share information about ADRA Jamaica, communicating its mission and work to my Conference, church family, and the community. My role is to ensure the mission, vision, and ongoing or current projects are constantly communicated effectively to garner support for the program and identify prospective projects in your area. I may be the point of contact for planning or assisting in ADRA’s fundraising activities in my Conference, EJC. As ADRA Jamaica Coordinators, we do the following plus more:

1. Ensure that ADRA’s policies, procedures, and code of conduct are followed.
2. Complete basic training to assist in executing my role as Coordinator.
3. Establish and maintain an active database of all ADRA local partners, NGOs, and Government agencies and their contributions in your area to be shared with ADRA Jamaica.
4. Enlist volunteers to become ADRA Jamaica Ambassadors and play an active role in their training.
5. Share updates with the constituency of EJC regularly, using ADRA Jamaica’s materials and social media.
6. Help the Conference/churches/community to increase its support for ADRA Jamaica.
7. Work closely with the Disaster Preparedness Parish /Coordinators of the Municipal Corporation in each parish.
8. Represent ADRA at or select someone to attend the Municipal Corporation monthly Disaster Preparedness meetings in each parish and report to the ADRA office in Mandeville.

Yours in the Master’s Hand,

Sheldon Schooler, Pastor