VOLUNTEERING AND LEADERSHIP

Youth Group Coordinator (Volunteer) – [Church or organisation name], [Town]
[Month Year] – Present

- Keep the weekly attendance register and update it in Google Sheets.
- Send reminders about meetings and events on WhatsApp.
- Organise transport lists and collect permission slips before outings.

Volunteer, Community Fun Day – [Area / Organisation]
[Month Year]

- Helped set up tables, manage queues and guide attendees to stations.
- Answered questions politely and passed problems on to organisers when needed.
- Assisted with clean-up and packing at the end of the day.

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