

CENTRAL OFFICE RESPONSIBILITIES

1. Publish monthly newsletter to keep Vincentians informed of Diocesan activities.
2. Send thank you letters for all donations to the Society.
3. Represent the Society to the general public about the entire good done by Conferences.
4. Organize training seminars, such as Ozanam orientations, to instruct Vincentians how to be better servants of the poor.
5. Hold District meetings, Board meetings and Executive meetings to discuss mutual problems and successes throughout our service area.
6. Organize Blanket Sunday drive that provides good quality blankets to area homeless shelters. (Salvation Army, City Mission, Lutheran Metro Ministries, etc.).
7. Answer 20 -25 calls daily from clients requesting service, and other non-profits requesting services for homeless (i.e. blankets).
8. Send potential future leaders to training course at annual Invitation for Renewal in Indianapolis.
9. Operate food pantries that serve over 10,000 poor individuals monthly.
10. Operate Needy Conference Fund whereby Conferences can obtain up to \$5,000 yearly to serve more people in need within their communities.
11. Organize Friends of the Poor Walks for Conferences to raise cash for their local programs.
12. Operate Conference Supply Center that purchases most needed supplies in bulk and resells at 40% of cost to Conferences.
13. Coordinate direct mail appeals and special events to generate funds and raise awareness about the Society and its positive impact within Northeast Ohio.
14. Furnish SVDP Guide for new Presidents.
15. Makes available to Conferences the Society's 18-ft. box truck for borrowing.
16. Provides insurance coverage for all Conferences (same coverage that parishes have).
17. Organizes annual meetings/gala for Vincentians to socialize.
18. Raises funds for Job Placement Program.
19. Promotes the Society's good works to the Northeast Ohio general public and business community through various outlets that include collateral materials, news releases, social media, targeted story placement and the Society's website.
20. Pays travel for Vincentians who wish to attend Regional meetings.
21. Helps establish new Conferences.
22. Organizes "SEEDS to READ" early reading program for children living in poverty.
23. Files annual IRS 990 financial reports for Conferences.
24. Organizes disaster response with Red Cross in our service areas prone to flooding.

The Central Council CANNOT distribute funds to needy people that call the office because its staff does not visit the poor in their homes. Only Vincentians that belong to Conferences can do this.