



GRN Volunteers Guide





Welcome to GRN!

Thank you for considering volunteering with us.

If you would like to see the good news of Jesus available in every language and dialect in the world, then GRN could be the place for you to make a difference.

What does GRN do?

The heart, mission and purpose of Global Recordings Network is quite simple.

“Telling the story of Jesus in every language”.

The Vision of GRN is that people might hear and understand God’s word in their heart language—especially those who are oral communicators and those who do not have Scriptures in a form they can access.

We do this by producing culturally appropriate audio and audio-visual materials.

- Recordings are now available in over 6,000 different languages and dialects for free download from our website and apps!
- We also publish and distribute picture ‘flipcharts’ of the Bible story and out the recording on DVD’s and CD’s.
- In addition we manufacture the ‘Saber’, a hand wind audio digital MP3 player. These are assembled here in our factory in Prospect (Sydney) by our volunteers. These are then distributed to other missions around the world.

Why volunteer at GRN?

By volunteering at GRN, YOU you can play an important role in helping everyone to hear the good news of Jesus in their heart language.

But in addition there are some distinctives that will make your time especially rewarding:

- You will be empowered to work on projects and activities that you are skilled or interested in. (There is no pressure to do jobs that you don't want to do).
- We are flexible to work around work, family, travel or other commitments. (We do not try to lock you in forever!).
- You will work with other Christians. GRN is an environment where people are there because they are passionate about Jesus and missions. It is a unique environment that you will enjoy. (Perhaps a refreshing break from work politics).

Our History

For the best explanation of the history of GRN we would suggest you read "Capturing Voices" by Phyllis Thompson. It is the biography of Joy Ridderhoff, the founder of Global Recordings Network. An amazing woman and a great insight into how the work began.

If you are interested in volunteering and would like to read this book please ask for a free copy.

We will look after you!

We will do all that we can to ensure that your time here will be a pleasant and safe one.

We will take you through OH&S (Occupational Health and Safety) procedures which deal with things like shoe protection, eye protection, First Aid, fire drills, where the emergency exits are and what to do in case of an emergency.

Hours of operation

Our offices are open from 8am to 5pm. Monday to Friday.

As a volunteer, you tell us what is convenient for you.

A guided tour is available of the offices, recording studios, factory floor and the assembly area. Feel free to ask for one. This will help you understand what goes on and how you will fit into it all.

Remote volunteering

Many volunteers now like to volunteer remotely from home. For example, we have volunteers working in IT, graphic design and video production from home. If you have a skill that you may be able to volunteer remotely please contact us.

Current opportunities

Here are some of our highest priority opportunities:
volunteer.com.au/Opportunity/Organisation/4322

However, there are many other areas that you can be involved such as those below:

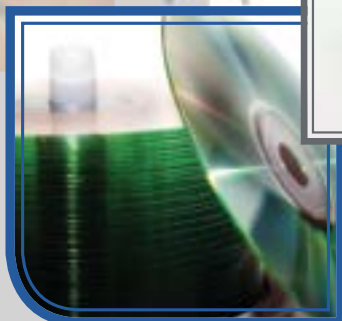
SOUND STUDIOS

The studio area is a very valuable area for volunteers. Our core activity is making good quality audio programs and there is much ongoing work for volunteers.

Training is quite time consuming for our staff and so is only available for those able to commit to regularly volunteering for one or more days a week.

Opportunities include:

- Digitising
- Restoring
- Remastering
- Reprogramming





INFORMATION TECHNOLOGY

GRN has an ambitious development program of web, mobile, iPhone and Android applications, all aimed at enabling users to hear the good news of Jesus in their own language. Work for qualified computer technicians is also available on in-house applications and support. Some of the technologies we use include Linux, Apache, PostgreSQL or other enterprise RDBMS, SQL, Delphi, C, Java, PHP, HTML, CSS and more ...

Opportunities include:

- Programming,
- Web development,
- Database development,
- Android application development,
- iPhone development,
- PC support
- Other IT area—if you have specific skills please let us know.



MARKETING

Marketing at GRN is about informing and inspiring new and existing supporters of GRN's work and how they can be involved.

Opportunities include:

- Writing or editing copy
- Video production and editing
- Search engine optimisation (SEO)
- Production of training videos
- Photography and photo editing
- Graphic design (print and digital)
- Global marketing (helping us make Christians across the world aware of our products).
- General marketing assistance



TRANSLATION

The GRN website was produced in English. However, it is important that Christians around the world can access it in major trade languages to allow them to download and distribute our materials. Translation is done online via our Pootle system, allowing translators to work from home. You can login and find more or start translating here:

<https://secure.globalrecordings.net/pootle/>

Priority languages are:

- Arabic
- Chinese
- Farsi
- German
- Hindi
- Indonesian
- Japanese
- Korean
- Spanish
- Tagalog
- Thai
- Vietnamese





FACTORY / ASSEMBLY

GRN Australia is responsible for the design, manufacturing and assembling of the Saber hand wind MP3 player for distribution around the world. We have skilled opportunities, and assembly opportunities where no experience is necessary, all training is provided.

Opportunities include:

- Saber assembly
- Various engineering or manufacturing opportunities





MAINTENANCE (Regular and One-off)

Our new building is now completed internally, but the outside still requires some work. For most of these roles both one-off and regular assistance is appreciated.

Opportunities include:

- Landscaping
- Paving
- Planting garden beds
- Turfing
- Window cleaning (it's a glass building with lots of windows!)
- Mowing and other lawn maintenance



Apply or find out more:

To apply or find out more information on any of these roles, or on GRN generally, you can:

Express your interest online here:

globalrecordings.net/en/volunteerau

or email

au@globalrecordings.net.au

or call our Volunteers Coordinator

Dave Hughes on 02 9899 2211

We would love to meet you, show you around and discuss how you would like to be involved.



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facebook.com/globalrecordingsnetwork