

November 13, 2014

Dear Partners in Ministry,

I believe that God has a **joyful** and **deeply rewarding** place for you to serve at Bethel Lutheran Church. I really believe that! To be sure, over the years I've seen plenty of people who were serving out of guilt or obligation in an area that just didn't fit for them. That should not be. At Bethel, we're committed to help you discover an avenue of serving that really fits for you, that takes seriously your personal **spiritual gifts** and **passions**, that is basically ... what God has called you to do.

Following is a catalog of opportunities to serve at Bethel Lutheran Church. Read through the various opportunities noting what each entails, how much time it requires, and so on. Take time to pray about where God wants you to serve.

Next, note that the numbers in the left hand column match the numbers on the enclosed commitment card. The commitment card is just that (it is **not** a "time & talent survey"). Circle the number of **only** those 1-5 ways in which you are committed to serve this year (not 20 ways in which you might like to serve someday). If you are already involved in a particular ministry and want to continue for another year, please be sure to mark that area where indicated on the form. And note the line marked "other." If there's a way you feel called to serve, but you don't see it listed, mark "other" and write out a description of either a ministry we omitted somehow or a new ministry you'd like to begin.

We encourage you to turn in your commitment card during worship on November 23. Within the next few weeks after that, we will contact you to confirm the area(s) in which you will serve and provide information regarding available training and scheduling.

I am excited to see what Christ will do to transform lives through the ministries and volunteers of Bethel Lutheran Church.

In Christ,

Pastor David

EVERY MEMBER IN MINISTRY OPPORTUNITIES

	Ministry	Description	Frequency	Time Required
	Childrens Ministry			
1.	Children's & Youth Ministry Team	Plan and support Sunday school and Youth Group opportunities for growth, fellowship, outreach, and service	Monthly	2 hours
2.	Sunday School Leader	Oversee group of children during Sunday School hour, prepare lesson. 1-6 individuals needed.	Weekly-Sundays (or as shared with other volunteers)	1-2 hours
3.	Supply Shopper	Shop for Sunday School supplies for the curriculum needs	Monthly	1-2 hours
4.	Music leader	Lead the children in singing during Sunday School hour; help prepare for Christmas program and special music during worship services	Weekly-Sundays	1-2 hours
5.	Sunday School Helper	Assist the Sunday school teacher with classroom control, attention to special needs children as needed. 1-6 persons needed.	Weekly-Sundays	1-2 hours
6.	VBS Volunteer	Help as crew leader or station leader during summer vacation Bible school program. 1-12 persons needed.	Once a year	4 evenings during VBS week
7.	Set up Team	Help with setting up events, Rally Day, Christmas program, Easter Egg Hunt, year end celebration, etc. 2-6 individuals needed.	As needed	1 hour
8.	Food prep	Prepare snacks, cookies, bars, etc. for Sunday School and/or other activities for children (i.e. Christmas program rehearsals). 1-4 persons needed.	As needed	Varies
	Youth Ministry			
9.	Sunday School Leader	Oversee group of youth during Sunday School hour, prepare lesson. 1-4 persons needed.	Weekly-Sundays (or as shared with other volunteers)	1-2 hours
10.	Youth Group Leader	Be involved in planning and executing youth group events. 1-4 persons needed.	Monthly	1-5 hours

	Ministry	Description	Frequency	Time Required
11.	Chaperone-local	Chaperone youth group events (local). 2-6 persons needed.	Monthly	1-5 hours depending on activity
12.	Chaperone – away	Chaperone youth group events when traveling; van or vehicle needed for transportation of youth. 1-6 persons needed.	Quarterly	Varies depending on activity
13.	Set up Team	Help with setting up events: Ash Wednesday meal, Confirmation meal. 1-6 persons needed.	As needed	1 hour
14.	Decorations	Help with decorating for youth events. 1-6 persons needed.	As needed	Varies
15.	Food prep	Prepare snacks, cookies, bars, etc. for Sunday School and/or other activities for youth. 1-4 persons needed.	As needed	Varies
16.	Fund Raising Assistant	Help youth in their fund raising activities (i.e. Cinnamon Rolls, car washes or other selected and approved activities). 1-4 persons needed.	As needed	Varies
	Social Concerns			
17.	Social Concerns Team	Plan projects (a) to involve our congregation in doing hands on service in our own community and (b) to send groups from Bethel on mission trips to help elsewhere.	Monthly	2 hours
18.	Helping Hands: Meals	Provide and deliver a meal to someone in need	As needed	Varies
19.	Helping Hands: Transport	Provide transportation to and from worship, medical appointments, etc.	As needed	Varies
20.	Helping Hands: Visit	Stop by and visit with shut-ins, those in recovery, etc.	Weekly or by rotation	Up to 1 hr/wk
21.	Helping Hands: Tasks	Assist with yardwork or housework for those unable to do tasks themselves.	As needed	1-2 hours per task
22.	Relay for Life: Co-chairs	Go to organizational meetings; plan fundraisers; and help implement.	2-3 months per year	As needed
23.	Relay for Life: Crafts	Provide items for the silent auction	As needed	As needed
24.	Relay for Life: Walkers	Come and take part in the evening event – walking to support our cancer survivors	Once a year	1-4 hours
25.	Thanksgiving Dinner	Provide food items to be given to needy families for Thanksgiving	Once a year	Less than an hour

	Ministry	Description	Frequency	Time Required
26.	Giving Tree	Provide Christmas gifts for selected families	Once a year	As needed to shop
	Communication			
27.	Office Volunteers	Schedule tasks, answer the phone, computer data entry, make a variety of phone calls, copying, mailing, filing, and a variety of other tasks!	1 or more Mornings/Week	9:00 – 12:00
28.	Website	Improve, maintain, and continually update our church website	Weekly	As needed
29.	Facebook	Regularly post information on our page. Respond to other posts, questions, etc. Maximize our social network presence.	As needed	As needed
30.	Press Releases	Write articles for the Eclipse announcing projects and reporting on events at Bethel	As needed	Varies
31.	Newsletter Articles	Write informative or inspiring articles for the Beacon (our church newsletter) based on happenings at Bethel	Monthly	As needed
32.	Graphic Arts	Design logos, posters, etc for various Bethel projects and events	As needed	As needed
	Outreach			
33.	Team Members	Meet with Outreach Team to receive updates on worship attendance; encourage one another as we assign and make contacts to visitors, members, and persons new to our community; and pray both for our members and those in our community in need of a relationship with Christ and a church home.	Monthly	2 hours/mo
34.	TeleCare	Contact those who haven't been in worship for several weeks to let them know they were missed, express our concern and care, and offer encouragement and prayer support as needed	Monthly	1-2 hours
35.	Visitor Follow-Up	Contact visitors during the week following worship to welcome them to Bethel and answer any questions on their minds	Weekly (check for visitors)	As needed
36.	Sponsors	Stay in touch with new members during their first six months – helping them to find their niche in a small group and a place to serve	As decided and agreed	Varies
37.	Hospitality Hosts	Make worshipers feel welcome by opening doors, greeting visitors, giving directions, helping with the elevator, encouraging visitors to stay for coffee, etc. – Need at least one person at each entrance.	As scheduled	30 minutes per Sunday
38.	Greeters	Warmly welcome visitors and members to the worship service – need 2 per Sunday.	As scheduled	30 minutes per Sunday

	Ministry	Description	Frequency	Time Required
	Fellowship			
39.	Fellowship Team	Continually develop, expand, and support small groups. Plan and implement larger fellowship events to which members can invite their unchurched friends.	Monthly	1-2 hour meeting, plus assigned work
40.	Small Group Leader	Develop a team to conduct life-changing meetings, shepherd the members of your group, reach new people, and serve together to help others	Weekly	1-2 hour session, plus prep
41.	Small Group Host	Provide a comfortable meeting place with a warm and inviting atmosphere for your group	Weekly	1-2 hour session, plus prep
42.	Parade Participants	Take part in local parades – drive vehicle, walk, hand out candy, hand out pamphlets	1-4 times each summer	2 hours per parade
	Property Team			
43.	Lawn Mowing	Provide your own mower to mow church and parsonage lots	Weekly in rotation	Varies
44.	Snow Removal	Remove snow on all outside walks, parking lot, and parsonage drive	As needed	Varies
45.	Gardening & Landscape	Attention to flower beds on church property to maintain and beautify our church grounds	Weekly during summer	Varies
46.	Carpentry	Rough out or finish projects in all church properties	As needed	Varies
47.	Plumbing	Plumbing repairs in all church properties	As needed	Varies
48.	Electrical	Electrical repairs in all church properties	As needed	Varies
49.	General Repair	To do repair tasks around in all church properties	As needed	Varies
50.	Floor & Tile work	To help with tile or flooring installation and repair in all church properties	As needed	Varies
51.	Painting	Inside and out of all church properties	As needed	Varies

	Ministry	Description	Frequency	Time Required
	Worship & Music			
52.	Lectors	Read Scripture during worship services	Scheduled on a rotating basis	Varies
53.	Liturgists	Sing the liturgy during worship services	Scheduled on rotating basis	Varies
54.	Drama (actors)	Take a role in a drama designed for worship; dramas usually 3-5 minutes in length, scripts and rehearsals provided. 3-8 persons needed.	As needed	Varies
55.	Musician	Share your musical talents during worship for special music	As needed	Varies
56.	Musician-Praise Team	Drummers, guitarists, keyboardists, vocalists to be part of a worship team rotation for contemporary and blended worship; rehearsals are on Saturdays mornings or afternoons	As needed in rotation with other musicians	Varies
57.	Choir Member	Share your musical talents by singing with the Adult Choir, rehearsals on Wednesdays at 7:15, sing periodically throughout the school year	Weekly during school year (rehearsals)	1 hour per week rehearsal, plus worship
58.	Usher	Assist in worship in collecting offering, setting up for communion, assisting greeters on Sunday mornings. About 24 persons needed.	Monthly assignment	1 hour per week on Sundays
59.	Greeter	Assist in worship by greeting everyone as they enter church for worship, whether at the door to the worship center or at the main entrance doors. 26 or more needed.	Scheduled weekly in rotation	1 hour per week on Sundays assigned
60.	Altar Guild	Prepare sanctuary for worship in change of season (change banners and paraments), prepare Communion. 12-24 persons needed.	Monthly assignment	1-4 hours per month
61.	Sound Technician	Run the sound system (currently in the balcony); training is provided in how to use the sound board and recording devices. 2-8 persons needed.	Monthly assignment	Worship time only