

TIME & TALENT MINISTRY OPPORTUNITIES

St. Mark's Lutheran Church

The following are summaries of opportunities for works of stewardship that benefit our church and community. After reviewing this information, please complete the *Time & Talent* sheet accompanying this brochure and return it to the church office via offering plate, mail or dropping it by. Your profile will remain on file to help congregational leaders match your gifts of *Time & Talent* to St. Mark's ministries and programs.

Office Support

Bulletin Assembly: Help collate & fold the weekly bulletin if needed

Markings Assembly: Help collate, fold & label the monthly newsletter for mailing

Special Mailings: Help prepare the mailings, collate, if needed, stuff envelopes, & label

Vacation Office Support: Fill in during the Church Secretary's vacation

Community Ministry

Community Ministry Committee: Provides and oversees programs to promote social awareness within our community, congregation, local and international.

Plan Community Outreach projects: help organize a project, along with the committee, that the congregation can participate in.

Evangelism

Evangelism Committee: Focus on communicating God's Love to people outside of the church and orientating new members into the Church.

Door Step Visitor: Weekly rotation. Go to the home of a new visitor to Sunday services. Give them a gift along with information about St. Mark's.

Advertising/Public Relations: Newspaper, Phone books/websites, Pamphlets/fliers

Puppet Ministry:

Puppeteer: Ages 3rd grade and older. Puppets perform skits/songs spreading the Gospel within the church and in the community.

Support: 1- help out with preparing for a performance - backdrops, props, costumes. 2 - help out monetarily for supplies & puppets

Facility

Facility Committee: Maintain the building and premise of the congregation, including all equipment and furnishings contained within.

Church Cleaning: Monthly rotation. Provide general cleaning of the church building, vacuuming, dusting, collecting trash, cleaning restrooms.

Gardening: Provide your time for the upkeep of the garden on the church property.

Snow Shoveling: Clear snow from sidewalks.

Lawn Maintenance: Mow lawns, trim trees and bushes.

Building Maintenance/Repair: Provide your expertise on maintenance of equipment and building.

Fellowship

Fellowship Committee: Plans and oversees fellowship events for both adults and children.

Doughnut & Flower Pick-up: Sunday morning pick up the doughnuts & flowers from designated vendor and bring them to church.

Coffee set-up/clean-up: Make the coffee before first service and cleanup after Parish Education hour.

Parish Education

Parish Ed. Committee: Oversees and supports all Christian education activities of the congregation. Also provides community ministry opportunities for the youth of the congregation.

Confirmation Co-teacher: Helps the pastor with the teaching of the Confirmation classes - usually only 4 weeks

Sunday School Superintendent: Recruits teachers and support for Pre-K through adult classes. Orders, distributes Sunday school supplies. Keeps current list of enrolled Sunday school attendees.

Sunday School Teacher: Teaches Sunday school curriculum to appropriate age group.

Sunday School Helper: Helps out in classroom

Sunday Adult Forum Leader: During the Parish Education hour provide a learning session for adults

Music Help: Sunday morning help the Pre-K through 6th grade students learn songs to sing at worship services.

VBS Coordinator: Coordinates the VBS program. Recruits Leaders, Crew Leaders and Helpers. Orders supplies and materials as needed.

VBS Station Leader/Crew Leader/Helper: Follow the program instructions and help the participants have a fun and enjoyable learning experience.

Christmas Program Helper: Assist with the Sunday School Children in a Christmas season performance.

Lucy Reed Library Committee: Organizes and maintains the library. The 2nd and 4th Thursdays of each month are workdays. Provides story time and library time for Sunday School classes each Sunday.

Monday Night Adult Bible Study: Adults that meet Monday nights at 7pm during the school year & study various areas and topics of the Bible. They are a self led group.

Stephen Ministry

Provide Christian Care: A program that equips lay persons to provide distinctively Christian one-to-one care to those who are experiencing all kinds of life needs and circumstances, both in the congregation and community.

Stewardship

Stewardship Committee: Annually conducts the Stewardship program in the fall for congregation members pledge their financial commitments and offer their Time and Talent for the coming year.

Help plan yearly Stewardship Drive: Encourage and stimulate members to be better stewards of their time, talent and financial offerings.

Gifts Based Ministry:

WELCA (Women of ELCA)

As a woman member of St. Mark's Lutheran Church you are part of St. Mark's Women of the ELCA.

WELCA Planning Board: Plan events throughout the year for the women of the church.

Food Team Coordinator: Coordinates with the Food Team Captains to provide food & services when the need arises within the church

Food Team Captain: The leader of a Food Team who contacts the members of her team when a need for food arises.

Card Ministry: Send out cards from the church when notified of an occasion

The BookMarks: Book club held the 2nd Tuesday of the month at 7:00 p.m. - open to both men & women.

Prayer Chain: Open to men and women who wishes to be a part of it. The Prayer Chain consists of a phone group and an email group.

Quilters: Open to all, meets weekly on Wednesday mornings at 9:30 am.

Prayer Shawl Ministry: Knitters & Crocheter (women and men) that meets the 1st & 3rd Thursdays of the month at 1:30 p.m. to create shawls for anyone in need of a "hug".

Birthday Party @ Good Samaritan Center: Donate time and gifts to residents one month a year.

Cookies for MLM Christmas Store: Make/bring cookies to be packed into containers to be given out at the Metro Lutheran Ministry Christmas Store.

Fellowship Events for women: Your ideas and help in planning more events are welcomed.

Worship and Music

Worship Committee: Assists the pastor plan for worship services, music and decorates the church for all special services and changes in the liturgical calendar.

Assisting Minister: Help lead worship through song, prayer and assistance during communion

Lector/Communion Assistant: Reads the Bible lessons during worship service. Helps distribute Holy Communion.

Greeter: Welcomes worshippers; assists visitors

Usher: Helps worshippers, distributes bulletins, collects offerings, coordinates communion procession, & attends to special situations during worship.

Acolyte/Cross bearer: Students 4th through 8th grade serve during worship services. For the 8:30 worship service they carry the Cross during opening/closing procession.

Altar Care: Prepares the church for worship services, including set-up and cleaning of communion ware and altar area.

Decorate/undecorate church: Come and assist in the seasonal decorating/undecorating of the church as needed.

Piano/Organ Accompanist: Accompany congregation during worship & other occasions.

Handbell Choirs:

- **Carillon Ringers - Adults;** averages one performance per month; Wednesday evening rehearsal

- **Glockenkor - Youth Bells,** 7th through 12th graders; averages one performance per month; rehearses Wednesday evenings.

Choir - Adult: Leads congregation in song at Sunday worship services, rehearses on Wednesday evenings.

Instrumentalist: Plays instrument during worship service.

Disciples of Faith: Musicians and Vocals for Contemporary Worship.

Youth

Youth Committee: Promotes attendance and involvement of the congregation's youth at all youth activities. Provides opportunities for involvement as servants in the life of the church and the community.

Event Planner: Organize & plan events for various children's age groups.

Event Assistant: Help out at various youth events.

Friends 'n Faith Coordinator: Help guide and coordinate activities and fundraising events for the High School youth

Sponsor/Chaperone: Help chaperone youth events.

Information Technology (IT)

Information/Technology Support: Being able to keep the information support system current and working the best as possible.

Graphic Arts/Design: Providing expertise on enhancing the visual aids used at St. Mark's.

Photography/Videography: Recording events held by the congregation for current and future generations.