

**Spring 2008  
Service Opportunities  
Action Page**

**Note:** Please tear off this page and place it in the drop-off container on the Welcome Center, or mail to Living Lord Lutheran Church at 1044 Congress Drive, Bartlett, IL 60103.

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Phone No.: \_\_\_\_\_

E-mail: \_\_\_\_\_

Please contact me about the following service opportunity(ies):

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**Greetings!** Here is a listing of the many different opportunities to serve at Living Lord Lutheran Church. For a complete description of each ministry, see our Ministry Inventory, which you can find at [www.livinglordlutheran.org](http://www.livinglordlutheran.org). This is a work in progress, so check back often for updates! We hope you will find at least one opportunity to pursue with gusto as you seek to follow Jesus as your example and serve others in His name. May God bless you in your ministry!

**Missions**

**Enriching Stitching (Knitting Group) Ministry** *(Staff Contact: Pastor Jean Duran)*

**Opportunity: Knitter:** Join the group on the first Tuesday of the month at 7:30 PM at Living Lord for fellowship as you knit items for others with prayer.

**Habitat for Humanity Team** *(Staff Contact: Pastor Steve Myers)*

**Opportunities: Team Leaders (1-3) and Team Members**

Communicate HFH/Thrivent Builds programs to congregation; recruit, train, and coordinate volunteers; construct Habitat homes; serve on other habitat committees.

**Hanover Township Food Pantry Team** *(Staff Contact: Pastor Steve Myers)*

**Opportunities: Team Leader and Team Members**

Communicate with Hanover Township; communicate Township needs to congregation; recruit/coordinate volunteers for Township programs.

**Humanitarian Service Project Team** *(Staff Contact: Andrew Dodd)*

**Opportunities: Team Leader and Team Members**

Communicate with HSP and communicate their needs to Living Lord; Volunteer at HSP, including helping in food pantry or assisting with special projects.

**Loving Hands Quilters Group** (Staff Contact: Pastor Jean Duran)

**Opportunity: Quilter:** Join the quilters group every Tuesday from 9 AM to noon at Living Lord to make quilts for the needy and enjoy fellowship time.

**Lutheran Social Services of Illinois Team** (Staff Contact: Pastor Steve Myers) **Opportunities: Team Leader and Team Members**

Communicate with LSSI; communicate LSSI programs to Living Lord; recruit, train, and coordinate volunteers.

**Lutheran World Relief Team** (Staff Contact: Pastor Steve Myers)

**Opportunities: Team Leader and Team Members**

Become informed about the ministries of Lutheran World Relief; encourage support of LWR projects within Living Lord; coordinate LWR projects such as collecting and assembling health kits, layette kits, school supply kits, free-trade sales of handicrafts and coffee, and many more opportunities to serve.

**Northwest DuPage Walk-In Ministry Team** (Staff Contact: Pastor Steve Myers) **Opportunities: Team Leader and Team Members**

Attend Board meetings and communicate information; communicate with the Ministry and communicate their needs to Living Lord; organize food basket collections (Thanksgiving, Easter, and Christmas); volunteer labor at food pantry.

**Sabbath Center Ministries Team** (Staff Contact: Pastor Steve Myers)

**Opportunities:** Serve on Board of Directors; plan and conduct retreats at the Sabbath Center; help improve facilities; help with Web page.

**Victory Centre Team** (Staff Contact: Mary Bergner, director of music)

**Opportunities: Team Leader and Team Members**

**Team Leader:** Communicate with Victory Centre of Bartlett; communicate needs of Victory Centre to Living Lord; recruit/coordinate volunteers.

**Worship Leader:** Preach/lead worship at Wednesday services (this includes following a short litany and providing a scripture reading and devotion).

**Piano Accompanist:** Play piano to accompany the morning hymn singing.

**Visitor:** Visit with residents.

**Driver:** Provide transportation for residents who wish to come to worship on Saturday or Sunday at Living Lord. Each driver is assigned to a resident.

**Warm Wishes Team** (Staff Contact: Pastor Steve Myers)

**Job Descriptions: Team Leader and Team Members**

Communicate with Warm Wishes; communicate services of Warm Wishes to Living Lord; recruit, train, and coordinate volunteers; coordinate blanket pick-ups and deliveries; deliver blankets.

**Zuleica Arano Mission Team** (Staff Contact: Pastor Jean Duran)

**Opportunities: Team Leader and Team Members:** Communicate with Zuleica and other mission partners; communicate Zuleica's needs and service opportunities.

**3. Finance Team** (Staff Contact: Pastor Steve Myers)

**Opportunities:**

- Track, analyze, and report financial data to council and congregation.
- **Financial Secretary:** Oversee income.
- **Treasurer:** Oversee expenses.
- Prepare congregational budgets.
- **Counters (Staff Contact: Merridee Panico):** Count, record, and deposit offerings; counting teams are generally made up of 3 to 4 people who rotate three times per year and serve one month at a time. The job consists of opening the offering envelopes and recording the total giving on a counter sheet under the appropriate categories. **Time:** 1.5 to 2 hours each week for one month approximately three times per year.

**Turn to the back page to indicate how you would like to serve!**

If you can think of any other ways to reach out to others in Jesus name, please contact a pastor or the church office at 630.830.3630.

At Living Lord, we are:

***Growing to Serve    Serving to Grow***

standards of giving; encourage members to live up to biblical standards.

## **2. Endowment Fund Team**

**Opportunities:** Manage existing assets; grow endowment fund; revise endowment fund policy; update brochure.

## **3. Green Team**

**Ministry Description:** In Genesis 1:28-31, God gives humankind dominion over the earth and everything on it, and He declares it “very good. It therefore follows that as Christians, we not only have a role to play in conservation, but a God-given duty to manage “the garden, here at home (our church building and land and its uses) and in the world, through local and global conservation ministries and initiatives.

### **Opportunities:**

**Green Team Leader and Team Members:** Lead and conduct the initiatives of the Green Team; recruit team members; communicate with other church leaders and the congregation.

## **Support Ministries**

### **1. Property Team**

#### **Opportunities:**

**Property Team Leader:** Oversee maintenance of property; recruit, train, and coordinate volunteers.

**Property Team Members:** Individuals take charge of the following areas: Heating/Air/Ventilation Systems; Plumbing; Electrical; Carpentry; Lawn/landscaping; Appearance/Presentation

### **2. Church Office Help**

#### **Opportunities:**

**Data Entry (Staff Contact: Merridee Panico):** Enter congregational information into our church database program; **Time:** 1-2 hours weekly or monthly, as needs arise.

**Mailing/Bulletin Helpers (Staff Contact: Judy Turk):**

- **Newsletter Helpers (4-5 people):** Photocopy and fold newsletter (1 person) (**Time:** 2 hours, third Wednesday per month); stuff, seal, and address newsletters (3-4 people) (**Time:** 1.5-2 hours, third Thursday per month).
- **Worship Bulletin Helpers (2-4 people):** Stuff weekly and special worship bulletins; **Time:** 1-1.5 hours Fridays at 10 AM. and other times as needed for special worship services.
- **Special Mailing Helpers (1-4 people):** Stuff, seal, and address envelopes; **Time:** 1-2 hours as needed.

ties to congregation.

**Prayer Partners (many needed):** Commit to praying for Zuleica and her family. **Advocate:** Help advocate for Zuleica as we negotiate with the hospital for the surgery and postoperative medicines.

**Fundraiser Team Members (many needed):** Help plan and carry out fundraisers to reach our goal.

## **Ministries**

### **Congregational Care**

#### **1. Care Card Ministry Team (Staff Contact: Pastor Jean Duran)**

**Opportunity: Care Card Ministers (5-6 people):** Send out care cards on behalf of Living Lord for one month at a time; **Time:** 30 minutes to 1 hour per week for one month, once or twice per year.

#### **2. Care Connections (Staff Contact: Pastor Jean Duran)**

**Opportunity: Care Connections Team Members:** Connect with members using phone calls, e-mails, letters, and visits.

#### **3. Long-Term Illness Caregivers (Staff Contact: Pastor Jean Duran)**

**Opportunity: Caregiver:** A caregiver is assigned a member with a long-term illness. The caregiver follows up with this person at least once a month and provide updates to the pastors. The caregiver listens to the person, is supportive, and prays with and for that person.

#### **4. Food Ministry Team (Staff Contact: Pastor Jean Duran)**

**Opportunity: Food Ministry Team Members:** Make a meal or baked goods for someone in need of support during a tough time; provide food/baked goods for a special event at Living Lord.

#### **5. Eighth Grade Encouragers (Staff Contact: Pastor Jean Duran)**

**Opportunity: Eighth Grade Encourager:** Pray for your assigned student and send him or her a care card once a month. Commitment begins at the beginning of the student's eighth grade year and is completed at his or her confirmation in October of ninth grade.

#### **6. Hospital Calls (Staff Contact: Pastor Jean Duran)**

**Opportunity: Hospital Visitor:** Visit people who are hospitalized to pray with and encourage them.

#### **7. Prayer Ministry (Staff Contact: Pastor Jean Duran)**

**Opportunity: Prayer Team Member:** All Living Lord members are encouraged to enter into this powerful prayer ministry for one another, using the prayer list in the *Living News Weekly*.

### **8. E-mail Prayer Partners** (Staff Contact: Pastor Jean Duran)

**Opportunity:** *E-mail Prayer Partners:* Receive prayer requests via e-mail from Living Lord several times each week as prayers are submitted; your commitment is to pause and pray for the people listed in the prayer e-mail, lifting them up to the throne of God for God's care and provision.

### **9. College Student Connections** (Staff Contact: Pastor Jean Duran)

**Opportunity:** This ministry is under development. Ideas are welcome, and could include: Contacting students via a monthly e-mail; sending a care package or card once or twice per year; following up on the first college retreat (June 2007) with an annual retreat; encouraging and helping the college students and other young adults to lead a worship service during school breaks.

### **10. All Saints Celebration** (Staff Contact: Pastor Jean Duran)

**Opportunity:** *All Saints Team Member:* Send a care letter to each deceased person's remaining family members, connecting with them and letting them know they will be prayed for during the All Saints Weekend services.

## **Hospitality**

### **1. Bread of Life Team** (Staff Contact: Pastor Jean Duran)

#### **Opportunities:**

**Bread of Life Coordinator:** Recruit and coordinate rotating schedule for Bread of Life Ambassadors to deliver fresh-baked bread and informational materials about Living Lord to first-time visitors; put together Bread of Life "Welcome" kits and make sure informational materials are up to date; **Time:** 1-2 hours per month.

**Bread of Life Ambassador:** Deliver (on a rotating schedule) fresh-baked bread and information on Living Lord (Bread of Life kits) to first-time visitors; **Time:** 1 hour per month.

### **2. Community Care & Outreach Ministry** (Staff Contact: Pastor Steve Myers)

**Ministry Possibilities:** Here are some objectives: (1) explore and evaluate how to continue and improve on existing events and groups hosted by Living Lord; (2) consider ways for Living Lord to become a magnet for learning and social events for the community; (3) explore ways to increase and enhance usage for senior ministry; and (4) develop Living Lord into a multiuse, 7-day community center.

#### **Opportunities:**

**Community Care & Outreach Team Leaders (2-4 people) and Team Members (4-6 people):** Coordinate with staff and team to investigate the ministry objectives above.

### **3. New Member Team** (Staff Contact: Pastor Jean Duran)

#### **Opportunities:**

**New Member Team Coordinator:** Put together new member information folders; coordinate team members' tasks; coordinate child care for participants in the "New Beginnings" class; **Time:** 3-4 hours 2-3 times per year (whenever new members are received).

- **Tables of 8 Coordinator:** Organize and promote Tables of 8, a program in which four couples gather at each others' homes for four dinners, with each couple taking a turn as host and all couples contributing to each dinner.
- **Church Picnic Team (3-5 people):** Plan and promote Church picnics.
- **New Events Team (3-5 people):** Plan and promote new events.

## **Social Ministry** (Staff Contact: Pastor Steve Myers)

### **1. Social Ministry Team**

#### **Opportunities:**

- **Social Ministry Team Leader:** Serve as main contact between Living Lord and outside social service agencies that share our mission.
- **Volunteer Coordinator:** Recruit and coordinate volunteers to help with various social service agency projects.
- **Food Baskets Coordinators (1-2 people):** Coordinate Thanksgiving and Easter food baskets distributed through Northwest DuPage Walk-In Ministry
- **Christmas Giving Tree Coordinators (1-2 people):** Coordinate effort to provide gifts for the needy.
- **Annual CROP Walk (3-4 people):** Coordinate with other community organizations to plan this event, which fights local and world hunger through Church World Service.
- **Blood Drive Coordinator:** Work with Heartland Blood Center or other blood centers to host two or more blood drives at Living Lord per year. Promote blood drives to the congregation and community.
- **Health Screenings Coordinator:** Work with outside health agencies to offer health screening tests and assessments to Living Lord members and the community.
- **Food Drive Coordinator:** Coordinate food drives for local food pantries.
- **Lutheran World Relief Coordinators (1-2 people):** Coordinate LWR projects through Living Lord.

### **2. Health Team**

#### **Ministry Possibilities:**

**Parish Nurse Team (possible activities for 1 or more nurses) (Contact: Sharyn Margita):** Help integrate faith and health by: teaching about faith and health; counseling patients and families; referring members to health agencies; offering health-related ministries; developing or connecting members to support groups.

## **Stewardship** (Staff Contact: Pastor Steve Myers)

### **1. Stewardship Team**

#### **Opportunities:**

**Annual Giving Appeal Organizers (3-4 people):** Plan and conduct an annual program to encourage member commitments to the congregation's plan for mission and ministry.

**Communications Coordinators (3-4 people):** Send quarterly *Servant Spirit* newsletter and statements of giving to all giving units; educate members on biblical

**Opportunities:**

- **Worship Facilitators:** Keep things organized before worship begins.
- **Worship Assistants:** Lead prayers and liturgy in worship.
- **Ushers:** Direct traffic, hand out bulletins, direct communion and offering, and count worshipers.
- **Readers:** Read lessons and help with communion.
- **Communion Assistants:** Help with communion.
- **Greeters:** Greet people as they come into the church building.
- **Acolytes (confirmation students):** Light candles before worship; extinguish candles after worship.

**11. Multimedia Team (Staff Contact: Pastor Steve Myers)**

**Opportunities:**

**Team Leader:** Manage multimedia staffing for 9:30 and 11:00 AM worship services and other events held at Living Lord; create and manage a rotating schedule for multimedia technicians for each service time and other events; actively communicate with multimedia technicians.

**Multimedia Technician (2-3 each for 9:30 and 11:00 AM services, and as needed for other events):** Communicate with the team leader or church staff regarding assigned week's multimedia needs; insert weekly worship elements into multimedia presentations; Use multimedia tools and resources to create visually appealing and inspiring worship images and elements.

**12. Sound System Team (Staff Contact: Pastor Steve Myers)**

**Opportunities:**

**Team Leader:** Manage sound system staffing for all services and special events at Living Lord; create and manage a rotating schedule for sound technicians for each service time and other events; train sound technicians; actively communicate with sound technicians regarding training, scheduling, and other issues.

**Sound Technicians (2-3 each for each service time, and as needed for other events):**

Attend training session(s) for sound board and other sound equipment (e.g., microphones, monitors, etc.); communicate with team leader regarding scheduling and other issues; arrive 15 minutes (or earlier, depending on the event) before scheduled services or events; test microphones, monitors, and sound quality for speakers, singers, and instrumentalists; monitor sound board during the service/event to ensure proper volume and sound quality; set up sound board for next anticipated service or event.

**Fellowship (Staff Contact: Pastor Steve Myers)**

**Opportunities:**

- **Lenten Soup Supper Coordinator:** Organize and promote Lenten Soup Suppers.
- **Coffee Team (3-4 people):** Provide coffee for Sunday mornings.
- **Potluck Supper Team (2-3 people):** Organize church potluck suppers.

**Photographer/New Member Insert Designer:** Take digital photos of each new member family; create a new member "Welcome" worship bulletin insert (computer skills needed), containing bios and contact information; provide photo prints for new member bulletin board coordinator. **Time:** 1-2 hours 2-3 times per year, as "New Beginnings" classes are scheduled.

**Bulletin Board Coordinator:** Receive new member photos from photographer after each "New Beginnings" class; arrange on bulletin board; **Time:** 30 minutes 2-3 times per year, as "New Beginnings" classes are scheduled.

**Flowers Coordinator:** Contact florist to order red carnations the Wednesday before the New Member Reception; Be present the day of the reception to welcome the new members and issue name tags and flowers; **Time:** 30 minutes 2-3 times per year, as "New Beginnings" classes are scheduled.

**Refreshments Coordinator:** Contact all members of the previous new member class to provide goodies for the upcoming New Member Reception; coordinate set-up of New Member Reception table in Lobby; serve goodies and clean up after the reception; **Time:** 1-2 hours to contact previous new members and coordinate donations of goodies; 30 minutes to set up for Reception; 30 minutes to serve and clean up food.

**Fellowship Meal/Coffee Coordinator:** Coordinate the meal or coffee for the fourth session of the "New Beginnings" class by purchasing needed items, setting up, and cleaning up; **Time:** 1-2 hours to plan and purchase supplies; 30 minutes to 1 hour for set-up; 15-30 minutes to clean up.

**4. Special Events Team (Staff Contact: Kris Mainellis, director of Communications) Opportunities:**

**Special Events Coordinator and Team Members:** Work with team and staff to create, plan, and carry out special events and activities for our congregation and especially to draw in the larger Bartlett area community; examples might include participation in Bartlett's Independence Day Parade and/or hosting a Living Lord community picnic or concert.

**Marriage & Family Ministry**

**Note:** We are a Safe Haven congregation. All who work with our children or youth must complete Safe Haven training.

**1. Renewal of Wedding Vows (Staff Contact: Pastor Jean Duran)**

**Opportunities:**

**Planner:** Send a general invitation for all married couples to attend special worship service(s) held on or before Feb. 14; send a special letter of invitation to those married within the last year at Living Lord.

**Child Care Coordinator or Provider:** Coordinate child care for any children from 4:30-8:00 PM. so that couples can attend worship and then go out for dinner as a couple; provide child care for couples as they renew their vows in worship and then go out for dinner after worship.

## **2. Faith Stepping Stones Ministry (Staff Contact: Pastor Jean Duran)**

### **Opportunities:**

**Planning Team:** Work with Living Lord staff to research and plan FSS programs and events; **Time:** 1 hour per month or every other month, as needed.

**Program Coordinator:** Work with the Planning Team to research and plan FSS programs and events; work with Living Lord staff and parents to coordinate the details of FSS events, including scheduling, inviting, and follow-up; **Time:** 2-3 hours per month.

## **3. Sunday School Ministries (Staff Contact: Nancy Collins, director of Sunday School Ministries)**

### **A. Preschool Sunday School**

#### **Opportunities:**

**Lead Teacher:** Create lessons and crafts and teach preschool-aged children using activities centered on learning about Jesus and popular Bible stories; **Time:** 2 hours per week: 1 in preparation, 1 in classroom.

**Assistant Teacher:** Assist the lead teacher in teaching the preschoolers; **Time:** 1 hour per week in classroom.

### **B. K-4<sup>th</sup> Grade Workshop Rotation Sunday School**

#### **Opportunities:**

**Registrar:** Maintain records (attendance, registration, visitors); send out “we miss you” postcards for students who have missed 2-3 weeks; **Time:** 1-2 hours per week.

**Curriculum Developer:** Research, prepare, write, and maintain curriculum for each Round; train Workshop Leaders; **Time:** 2-4 hours per Round.

**Workshop Leader:** Lead the lesson in one Workshop area and commit to the entire length of the Round (e.g., 3, 5, or 6 weeks); **Time:** 1 hour per week for the duration of one or more Rounds.

**Shepherd:** Lead your assigned grade level to their Workshop each week, assisting the Workshop Leader in teaching and building relationships with the kids. Commit to one group for the entire length of the Round (e.g., 3, 5, or 6 weeks).

**Gathering/Praise Leaders:** Lead opening gathering/worship time; one leader must know how to play piano or another instrument to help the children sing the songs; **Time:** 1 hour per week for one or more Rounds.

**Greeters:** Welcome and direct families to Sunday School; complete special Sunday School prep projects as needed; **Time:** 1 hour per week for the duration of one or more Rounds.

**Helpers:** For adults or students from 7<sup>th</sup> grade and up: Sign up for volunteer staffing positions highlighted in yellow on the Team Roster each week. Check with the

**Junior Choir Singers:** Praise God through song; **Time:** 1 hour per week or two weeks (or other), for rehearsals

## **7. Christmas Program (all ages) (Staff Contact: Mary Bergner)**

### **Opportunities:**

**Directors (3-5 people):** Choose a production, direct production and rehearsals, and recruit other help as needed; **Time:** several hours for research and meetings; 1.5 hours on 1 night weekly for six weeks in the fall; 3-4 hours for dress rehearsal.

**Music Leader:** Direct voices and band and help lead rehearsals; **Time:** 1.5 hours on 1 night weekly for six weeks in the fall; 3-4 hours for dress rehearsal.

**Costume Manager:** Design and recruit others to help create costumes; **Time:** depends on complexity of costumes.

**Scenery Manager:** Design and recruit others to help create set and props; **Time:** depends on complexity of production.

**Band (all ages):** Provide musical accompaniment for the singers; **Time:** 1.5 hours for two to three weeks before the performance; 3-4 hours for dress rehearsal.

**Singers/Actors (all ages):** Make the program come alive through acting and song; **Time:** 1.5 hours on 1 night weekly for 6 weeks in the fall; 3-4 hours for dress rehearsal.

## **8. Worship Planning Teams (Staff Contact: Mary Bergner)**

**Ministry Description:** A Worship Planning Team for each worship service will work together to research current Lutheran worship practices and styles; gather feedback from our congregation and evaluate our current worship practices and styles; and recommend changes or improvements.

**Opportunities:** Team members are needed for the following: 5:00 PM worship planning team; 8:00 AM worship planning team; 9:30 AM worship planning team; 11:00 AM worship planning team.

## **9. Altar Guild (Staff Contact: Mary Bergner)**

### **Opportunities:**

**Altar Guild Leader:** Order worship supplies including the bread and wine, candles, and oil; create and manage schedule for altar guild teams.

**Altar Guild Teams:** Teams of 3-4 people rotate in a monthly schedule, making sure the altar is prepared for the pastors to lead worship. They also change the altar paraments with church seasons.

## **10. Worship Assistance (Staff Contact: Mary Bergner)**

**Ministry Description:** The following worship servants help facilitate well-run and inspiring worship services. They are scheduled on a quarterly, monthly, or weekly basis.

- ✦ Sunday Evening Bible Study
- ✦ Tuesday Evening Small Group Study
- ✦ Sunday morning junior high Bible Study
- ✦ Sunday morning high school Bible Study
- ✦ Friday morning Bible Study
- ✦ Enriching Stitching Knitting Group
- ✦ Loving Hands Quilters Group
- ✦ Book Club

## Worship & Music

**1. Blended and Contemporary Adult/Youth Worship Teams** (Staff Contact: *Mary Bergner*) **Opportunity:** Lead worship through music during the 5:00 PM, 9:30 AM, or 11:00 AM worship services; **Time:** 2-hour rehearsals.

**2. Adult/Youth Worship Bands** (Staff Contact: *Mary Bergner*) **Opportunity:** Lead worship through music during the 5:00 PM, 9:30 AM, or 11:00 AM worship services; **Time:** 2-hour rehearsals as needed, depending on service needs. Times vary depending on service needs for regular and special worship occasions.

**3. Praise Singers (Traditional Adult/Youth Choir)** (Staff Contact: *Mary Bergner*) **Opportunity:** Offer vocal music at the 8:00 AM worship service; **Time:** 90-minute rehearsals Thursdays, from 7:00-8:30 PM.

**4. Ding-A-Lings (Adult Hand Bells)** (Staff Contact: *Mary Bergner*) **Opportunity:** Offer bell music at the 8:00 AM worship service monthly and at special services; **Time:** 60-minute rehearsals, Thursdays from 6:30-7:30 PM.

**5. Cherub Choir/Junior Bells (Children, 3 Years Old – 1<sup>st</sup> Grade)** (Staff Contact: *Mary Bergner*) **Opportunities:** **Directors (2 co-leaders preferred):** Choose music, schedule performance dates with church office, and lead the children in making beautiful music with their voices and hand bells; **Time:** 30 minutes to 1 hour per month for planning and preparing; 30 minutes each Monday evening for leading rehearsals.

**Cherub Singers/Ringers (the kids!):** Offer vocal and bell music monthly at the 9:30 AM service; **Time:** 30-minute rehearsals, Mondays from 6:30-7:00 PM; 30 minutes for warm-up and performance time once per month in worship.

**6. Junior Choir** (Staff Contact: *Mary Bergner*) **Ministry Description:** This ministry is under development. Ideas are welcome, and could involve 2<sup>nd</sup>-6<sup>th</sup> graders and include the following:

**Opportunities:** **Junior Choir Leader:** Select music and lead rehearsals; performances could be monthly, quarterly, or on some other time frame; **Time:** 2-3 hours per year for selecting music and setting schedule; 1 hour per week or two weeks (or other), for rehearsals.

Sunday School Director for duties; **Time:** 1 hour per week for the duration of the Round.

**Decorating Team:** Create a special Sunday School experience by decorating the Sunday School Central area and the halls with thematic decorations the week before each Round begins; decorate/stock the Challenge Tree and create banners; **Time:** 1-2 hours per Round.

**C. 5<sup>th</sup>-6<sup>th</sup> Grade Sunday School** (Staff Contact: *Nancy Collins*)

**Opportunities:** **Curriculum Developer:** Research, prepare, write, and maintain curriculum for each theme; **Time:** 2-4 hours per theme.

**Teacher-Mentor (2-3 co-leaders preferred):** Prepare a weekly interactive and challenging Sunday School lesson (which varies by week or month, depending on the theme); Lead or assist with the weekly Sunday School lesson; **Time:** 2-3 hours per week: 1-3 hours in preparation, 1 hour in classroom.

**4. Vacation Bible School** (Staff Contact: *Pastor Jean Duran*)

**Opportunities:** **VBS Directors (3 adults):** Select VBS curriculum; plan and run the program; recruit other adults to help; **Time:** 1-3 hours monthly, January through April; several hours per week in May and June leading up to VBS; 3-4 hours daily during VBS week.

**Decorators (1-2 directors, 1-2 helpers):** Create decorations and VBS displays to decorate the church for VBS; recruit helpers; **Time:** Several hours in the weeks leading up to VBS to plan and make decorations; 4-5 hours in the week before VBS to decorate; 1-2 hours after VBS to take down decorations.

**Snack Leaders (1 adult director, 1 adult helper, 2 youth helpers 8<sup>th</sup> grade and up):** Plan, prepare, and manage VBS snacks in the kitchen during VBS week; **Time:** Several hours in the week before VBS to do food planning and shopping; 3 hours daily during VBS week.

**Games Leaders (2 adult leaders, 2 youth assistants 8<sup>th</sup> grade and up):** Create and lead VBS games; manage student helpers; **Time:** Several hours before VBS week to plan games and coordinate supplies needed; 2-3 hours for VBS and Safe Haven training; 3 hours daily during VBS week.

**Craft Leaders (1-2 directors, 3-4 adult craft leaders, 2 youth helpers 8<sup>th</sup> grade and up):** Directors design crafts and get all supplies for VBS week; leaders lead crafts; helpers assist leaders; **Time:** Several hours before VBS week to plan crafts (directors); 3 hours daily during VBS week.

**Photography (1 adult photographer, 1 youth assistant 8<sup>th</sup> grade and up):** Take photos during VBS week for craft keepsake items and publicity; **Time:** 3 hours daily during VBS week.

**Group Leaders (19 adult leaders, 17 youth assistants 8<sup>th</sup> grade and up):** Guide your VBS group of children through the week's activities; **Time:** 3 hours daily during VBS week.

**Nursery (1-2 adults, 2 youth assistants 8<sup>th</sup> grade and up):** Take care of Group Leaders' small children during VBS week; **Time:** 3 hours daily during VBS week.

**6<sup>th</sup>-7<sup>th</sup> Grade VBS Team (4-6 adults):** Work with VBS Directors to create the VBS program for the 6<sup>th</sup>-7<sup>th</sup> graders; during VBS week, lead the 6<sup>th</sup>-7<sup>th</sup> grade program (lessons and service projects); **Time:** 2-3 hours planning time in advance of VBS week; 3 hours daily during VBS week.

#### **5. Security Task Force (Staff Contact: Nancy Collins)**

**Ministry Description:** "Safe Haven" is a special designation granted by the Evangelical Lutheran Church in America to member congregations that meet certain criteria and enact special policies and to protect children from any kind of abuse while participating in church programming or events. The Security Task Force is committed to screening and providing training for all adult volunteers (aged 16 years and up) who intend to work with children at or through Living Lord.

#### **Opportunities:**

**Task Force Member:** Meet with other members regularly to evaluate and update Living Lord's Safe Haven policies; **Time:** 1-2 hours three to four times per year for meetings and research time.

**Safe Haven Trainer:** Meet with other members regularly to evaluate and update Living Lord's Safe Haven policies; Schedule and provide Safe Haven training opportunities as needed; **Time:** 1-2 hours three to four times per year for meetings and research time / 30 minutes to 1 hour as needed three to four times per year to provide training sessions for church volunteers.

#### **6. Midweek Mania (Staff Contact: Andrew Dodd)**

#### **Opportunities:**

**Adult Leaders (2-3 co-leaders preferred):** Organize and run this 5<sup>th</sup>-6<sup>th</sup> grade youth group on Tuesday evenings and at one overnight retreat in May. This includes planning schedules, managing snack sign-up, and planning service projects; **Time:** 3-4 hours per week; 2 to 3 hours on Tuesday evenings, 1-2 hours during planning times at the beginning of the school year and planning the retreat.

**Teen Leaders:** Help organize and run this 5<sup>th</sup>-6<sup>th</sup> grade youth group on Tuesday evenings and at one overnight retreat in May; **Time:** 2-3 hours per week on Tuesday evenings; 1-2 hours to plan a single devotion; 1-2 hours to help to plan the retreat.

#### **7. Confirmation Program (Staff Contact: Andrew Dodd)**

**Opportunity: Small Group Guide (many adults needed):** Guide a small group of girls or boys in Bible practices and study; serve as a positive Christian role model for your group; arrange periodic service projects, learning opportunities, and other

fun activities for your small group; **Time:** Wednesdays, 6:30-8:00 PM, fall through spring; other time as needed to do service projects and have fun.

#### **8. High School Youth Program (Staff Contact: Andrew Dodd)**

#### **Opportunities:**

**Mission Trip/Retreat Leader (many adults needed):** Help guide the kids on trips, including missions and weekend retreats; serve as a positive Christian role model for these teens, teaching appropriate life principles; **Time:** Trip length: typically a weekend or a week

**Adult Leader (many adults needed):** Hang out with our high school kids, serving as a positive Christian role model and teaching appropriate life principles; **Time:** Thursdays or Sundays from 6:30-8:30 PM at The Gathering and SNAC.

#### **9. Adult Education (Staff Contacts: Pastor Jean Duran and Pastor Steve Myers)**

**Opportunities: Teacher/Leader:** Research a biblical or spiritual topic or interest; teach others about what you know or have learned; spread the word about your class (through church communications and personal invitation).

#### **Small Group Ministry (Staff Contacts: Pastor Jean Duran and Pastor Steve Myers)**

**Ministry Description:** This ministry affects almost every ministry at Living Lord. Small groups help people build relationships. Christ-centered relationships promote Christian fellowship and encourage us in our faith walk. Small groups can be formed to address or explore any issue, interest, or objective. Small group ministry is an effective way to receive support, offer support, learn, serve, and grow in our efforts to become more like Christ.

#### **Opportunities:**

**Small Group Leadership Team:** Investigate various sources of small group development information and guidelines; launch new small groups; link people who are looking for a small group to an existing or a new small group; train small groups in group dynamics, disciple-making, and leadership development.

**Small Group Leader:** Form a small group on a topic or issue of interest; Research materials to help develop and lead the group; seek support and guidance from a Living Lord pastor; get the word out about your group (through church communications and personal invitation).

#### **Some Existing Small Groups:**

- **Men's Ministry**
  - ✦ Men's Saturday morning Bible Study
- **Women's Ministry**
  - ✦ Women's Small Group Bible Study
  - ✦ Faithful Women
- **Other Small Groups**
  - ✦ Sunday Morning Adult Bible Study