

# FAIRFIELD UNITED METHODIST CHURCH

## EVERY MEMBER IN MINISTRY

*"We have gifts (spiritual) that differ according to the grace given to us." (Romans 12:6a)*

### Adult Ministries

- Time Commitment  
As you request
- ( ) Adult Sunday School Teacher
  - ( ) Golden Adventurers Volunteer
    - Coordinate programs/trips
    - Communication Coordinator
    - Transport older adults:  
(Meetings, Worship)
    - transport to church, morning and/or evening services
  - ( ) Work with Pastor and Education Committee to organize Bible Study programs

### Bus Committee

- ( ) Help maintain church bus, develop policies, coordinate transportation needs

### Cemetery

- ( ) Assist Committee Chair in developing bi-annual work days for cemetery maintenance. Learn all aspects of cemetery map plotting

### Children's Ministry

- Time Commitment
- ( ) Nursery Volunteer 1 hr. OAQ
    - For Worship ( ) 8:30 am ( ) 10:50 am
  - ( ) Nursery Volunteer for special evening services 1 hr.
    - Ash Wednesday, Maundy Thursday, Thanksgiving, Christmas Eve, etc.
  - ( ) Kindergarten Time - 4 Sundays or one month a year
    - Activity time during worship for 3-6 yr. olds 1 hr.
  - ( ) Children's Sunday School Teacher 2 hrs. OAW
    - Age Group Desired \_\_\_\_\_
  - ( ) Ch. Sunday School Teacher Asst. 1 ½ hrs OAW
    - Age Group Desired \_\_\_\_\_
  - ( ) Sunday School Substitute Teacher As needed
    - Age Group Desired \_\_\_\_\_
  - ( ) Children's Special Event Volunteer As needed
    - (Easter Egg Hunt, Trunk or Treat, Game Night)
  - ( ) Children's Choir Leader 1 hr. OAW
  - ( ) Christmas Play Volunteer As needed
  - ( ) Planning Committee Member As needed
  - ( ) Preschool Committee Member As needed
  - ( ) Playground Committee Member As needed
    - Oversee & Repair playground needs
  - ( ) Vacation Bible School Volunteer As needed

### Evangelism

- Time Commitment
- ( ) Join visitation team (for 1<sup>st</sup> time visitors) 1 ½ hr. OAM
  - ( ) Address letters to visitors
- #### Shepherding Ministries
- ( ) Data Entry of Worship Attendees
  - ( ) Hospitality Phone Team
  - ( ) Starting New Churches:
    - Interpret to local church the WNC Conference program of new church starts
  - ( ) New Member Orientation: OAQ
    - Provide snacks and hospitality to prospective members during their orientation process.

### Facility Care

- Time Commitment
- #### Grounds Beautification Team
- As needed
- ( ) Maintaining shrubs
  - ( ) Planting
  - ( ) Prayer Garden Beautification
- #### Church & Parsonage Projects/Repairs
- As needed
- ( ) Carpentry ( ) Electrical
  - ( ) Plumbing ( ) Painting

#### Playground

- ( ) Conduct quarterly safety checks.
  - Report and oversee repairs as needed
- ( ) Help repair and maintain equipment and grounds

### Family Ministry

- Time Commitment
- ( ) Family Night Meal Preparation OAM
  - ( ) Family Night Program Coordinator OAM
  - ( ) Help plan/coordinate seminars As requested
  - ( ) Help plan trips:
    - local parks, zoo, etc.

### Finance Committee

- ( ) Attend Bi-Monthly Finance Meetings to review the church budget and help arrange plans for meeting the annual budget.

### HEALTH and WELFARE {WELLNESS TEAM}

#### EDUCATION

- ( ) Promote health & wellness in congregation/community through:
  - ( ) Article monthly in Newsletter {Wellness Corner}

- ( ) Provision of literature on various health and wellness topics
- ( ) Programs/seminars
  - Determine needs of congregation/community
  - Coordinate and/or conduct health education & wellness programs
  - Publicity
  - Arrange/provide health screening
  - Collaborate with other churches/community organizations re: preventive health efforts

#### SERVICE

- ( ) Red Cross blood drive volunteers
  - Phone calls to prospective donors
  - Set up & clean up
  - Check in assistant
  - Preparation of refreshments
  - Serve refreshments
  - Make future appointments
- ( ) Home visits, cards, etc to shut-ins, ill persons, families in mourning

#### COMMUNICATION

- ( ) Complete and remit monthly activity reports to Health Ministry
- ( ) Coordinator at Randolph Hospital
- ( ) Attend Health Ministry meetings at Randolph Hospital

### Homecoming Committee

- ( ) Send invitations to former members
- ( ) Help secure Homecoming Speaker
- ( ) Set up kitchen and fellowship hall for Homecoming luncheon
- ( ) Purchase paper products for luncheon
- ( ) Clean up after Homecoming

### Hospitality

- Time Commitment
- ( ) Donut/Coffee Prep Team (Sun. am)
- #### Clean up Volunteer :
- ( ) Sun am: Donut/Coffee
  - ( ) Lunches after worship
  - ( ) Special Church Events
  - ( ) Launder tablecloths
- ( ) Provide Dish for Meal As you request (i.e. sickness, birth, death, etc.)

#### Time Commitment Codes:

OAW..... Once A Week  
OAM.....Once A Month  
EOM.....Every Other Month  
OMAY.....One Month A Year

## KITCHEN COMMITTEE

Time Commitment

- Clean and Organize Pantry  
(once a month) 3 hours
- Clean Kitchen (once a week)  
Includes: wipe down counter tops  
make sure dish towels and  
hand towels are clean  
put things back in place that  
are labeled. 1 hour/week
- Purchase Paper and Kitchen Supplies  
(every 3 months)  
Includes: paper towels, dishwasher  
liquid, foil, clear wrap, salt &  
pepper, paper cups, paper  
plates, flatware, trash bags,  
napkins.
- Clean Refrigerator (once a week)  
Wipe down and clean out food left  
after function.
- Clean Oven (once a month) 2 hours
- Contact Person – For schedule of  
events using the kitchen, fellowship  
hall, church, or picnic area.

## Library Committee

- Develop plans to organize and  
display a church library

## Missions/ Outreach

Time Commitment

- Planning Team Member
- Food Pantry Volunteer:
  - Grocery Shopping
  - Set up on Friday Night 2 hrs. OAM
  - Help distribute food/clothes-Sat. am  
3 hrs. OAM
  - Counsel & pray with clients  
3 hrs. OAM
  - Clean up 1 hr. OAM
- Open Door Ministry (Homeless Shelter)
  - Provide food for meal OAM
  - Serve meal at Open Door Ministry  
OAM
- Christmas Tree Sale:
  - Volunteer to sell trees 3 hr. Shift(s)
- Fundraiser Meals:
  - Prepare food OAQ
  - Set up & Clean up OAQ
  - Crop Walk Coordinator OAY
  - Gather pledges & walk in crop walk  
OAY
  - Helping Hands As needed
  - Do act of kindness for those who are  
in need (Home repairs, cleaning,  
errands, etc.)
  - Helping Clergy Families through  
death:  
Interpret to congregation how to  
reach out to clergy families going  
through grief
  - District Missions:  
Help determine financial needs of  
churches starting new mission  
projects

- Hispanic Ministries:  
Interpreting High Point District  
ministries to the Hispanic  
community to our congregation
- District Camp Liaison:  
Receive and promote information  
about our district camping program

## Office Administration

Time Commitment

- Computer Data Entry
- Administrative Assistance  
Folding, Sorting, Stuffing,  
Copying
- Bulletin Assistant
- Newsletter Helper
- Special Mailings Assistant
- Telephone Assistant
- Special Needs Communicator:  
- death notices  
- urgent prayer requests

## Prayer Ministry

Time Commitment

- Join the prayer team:  
- Pray for individual's requests each  
week  
-Attend monthly prayer team meeting
- Assist in e-mailing requests to prayer  
team

## Records and History

- Take photos at church events
- Create DVD(s) of historical and  
current pictures and records
- Updating a written church history

## Visual Arts- Communication

Time Commitment

- Create Banners As needed
- Create Posters As needed
- Bulletin Boards Quarterly
- Web Master As needed
- Change message on church sign  
As needed
- Writer for local media
- Photographer
- Videographer

## Worship

Time Commitment

- Morning Light Service Sun. 8:30 am
  - Greeter 1 ½ hr. as request
  - Usher
  - Computer Technical Support
  - Operate Sound System  
1 1/2 hr. as requested
  - Praise Team Singer
  - Praise Team Band
  - Skit Participant As needed
  - Sanctuary Set up & Clean up  
Volunteer
  - Holy Communion Coordinator
- Traditional Worship Service Sun.10:50am
  - Greeter 30 min.
  - Usher 1 ½ hr. as requested
  - Choir Member 2 hrs. OAW

- Handbell Choir Member 1 hr. OAW
- Holy Communion Steward As needed
- Altar Guild  
Change candles, altar cloths,etc.
- Operate sound system  
1 1/2 hr. as requested
- Acolyte Coordinator
- Develop and present Children's  
Sermon

## Wedding Committee

- Help provide guidelines for weddings,  
rehearsals and receptions

## Young Adult Ministries

- College Ministry Coordinator
- College Ministry Program  
Provide a support system for our  
college students:  
Learn special dates (birthdays, etc)  
Send cards, treats, phone calls,etc)
- Young Adult Ministry Member  
Plan programs for young adults
- Assist in leading SS classes

## Youth Ministry

Time Commitment

- Sunday School Teacher 2 hrs. OAW  
Jr High ( ) Sr. High ( )
- Sunday School Teacher Asst.  
1 ½ hrs. OAW  
Jr High ( ) Sr High ( )
- Substitute Sunday School Teacher  
1 ½ hrs. JOAW
- Refreshment Preparation for Youth  
OAM

Meetings

- Youth Counselor
- Help with Fund Raisers
- Help with Work Projects

## OTHER MINISTRIES

If there are other ministries in which  
you are interested in, but you don't find  
them listed, please list below:

---



---



---



---



---

Name

Home Phone

Cell Phone

Email Address