



Finding Your Place at Asbury UMC Through Servanthood

"...serve one another in love. The entire law is summed up in a single command: 'Love your neighbor as yourself.'"

~Galatians 5:13b-14

A COMMUNITY OF VOLUNTEERS

When we join the church we make a commitment that we will support the church with our prayers, attendance, gifts, and service.

Through the years, as we fulfill this commitment, we are enabled to do God's work and see the church's mission accomplished in the world.

This booklet has to do with our commitment to serve in God's Church. It is on a foundation of Volunteer Ministries that the church and its programs rest. We are a Community of Volunteers.

Our volunteer needs are described in this booklet. The needs are so great and the challenges so many that we are confident you can find ways to be of greatest service in areas that will be fulfilling to you personally. As you peruse this booklet, we hope you will notice that there are opportunities for involvement from children to older adults, for business persons, for homebound members, for college students, for persons with limited time as well as those with an abundance of time to give, for groups as well as individuals. There is a place of service for everyone. We invite you to carefully read each of these descriptions. Then, using the Commitment Card, let the church know where you are willing to serve.

Be prepared to know the great joy that comes from serving God in God's Church. Your commitment, along with that of many others, will insure that Asbury United Methodist Church is vital in today's world as we strive to serve Jesus Christ.

HOW TO USE THIS BOOKLET

In this booklet we have detailed many opportunities for service available at Asbury United Methodist Church. The ways in which you may wish to contribute and times this can be done are identified throughout this booklet and outlined in our Table of Contents.

On the following page is a Table of Contents listing the various areas of ministry within and beyond the church. Take a few minutes to look through the list. Pray that God's Spirit would lead you to a ministry or ministries that would help you make disciples for Jesus Christ. Remember all these ministries build upon one another! Once some have been laid on your heart, read about them.

Because this is to be but a guide to your selection, more information may be desired about projects of specific interest. The Church Administrator or Lay Mobilization Coordinator will gladly provide you with the names of volunteers and staff working within these areas.

When you are ready to volunteer your talents, indicate your choices by checking on the pledge card for as many areas as you would like to be involved. You will be contacted after all information has been organized and the jobs are ready for your help.

We thank you for your study of this booklet and for your commitment as a member in Christ's service.

Asbury United Methodist Church
Little Rock, Arkansas

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MUSIC MINISTRY

*"Make a joyful noise to the lord, all the lands! Serve the Lord with gladness!
Come before his presence with singing!" Psalm 100:1-2*

CHANCEL CHOIR

IMPORTANCE TO OUR CHURCH: Our ministry strives to express the love of God through music. The Chancel Choir provides a unique opportunity to blend musical ability, rich fellowship and vital service.

JOB DESCRIPTION: The Chancel Choir sings at our traditional worship services each Sunday. On special occasions the Choir is asked to present music appropriate to the particular season of the Christian year. The Choir is open to those who wish to serve their church through singing.

TIME FRAME: The Choir rehearsals are held each Wednesday evening, beginning at 6:30 p.m., and lasting approximately one and a half hours. On Sundays Choir members are asked to meet 15 minutes prior to each traditional service for warm-up and a brief rehearsal.

SKILLS TO BE USED/DEVELOPED: Increase one's knowledge of the art of singing, as well as improve literary expression, knowledge of Scripture and interpersonal skills.

NUMBER OF VOLUNTEERS: We need 35-40 volunteers.

BENEFIT FOR THE VOLUNTEER: Singing in the Chancel Choir will enhance music skills, self-expression, social contacts, and one's need to serve others for Christ's sake.

TRAINING/CONTACT PERSON: Minister of Worship & Arts

ADULT HANDBELLS

IMPORTANCE TO OUR CHURCH: This special Ministry of Music provides a rich worship experience and serves to enhance the work of the other choirs.

JOB DESCRIPTION: The Adult Handbell Choir rehearses regularly and performs at various times in the worship services, as well as at other church-related functions. (It is helpful if ringers know how to read music; however, the Director will train as necessary).

TIME FRAME: Rehearsals are held weekly on Monday nights from 6:00 to 7:30 p.m. Performances are given as preparation and need dictate.

SKILLS TO BE USED/DEVELOPED: Handbell ringing enhances your knowledge of music, as well as the ability to work as a team.

NUMBER OF VOLUNTEERS: We need 12 to 15 ringers.

BENEFIT FOR THE VOLUNTEER: Participation in a handbell choir will strengthen one's music skills, provide an excellent opportunity for fellowship and enable one to feel the joy of serving.

TRAINING/CONTACT PERSON: Minister of Worship & Arts

INSTRUMENTALIST

IMPORTANCE TO OUR CHURCH: The music program of our church will be greatly strengthened by the contribution of instrumentalists, either grouped as a new choir or in support of existing choirs.

JOB DESCRIPTION: The instrumentalist (violin, flute, horn, bass, keyboard, drums, etc.) will be asked to play in conjunction with Chancel Choir performances and/or the Contemporary Praise Team.

TIME FRAME: To be available as needed.

SKILLS TO BE USED/DEVELOPED: The ability to play an instrument, combined with a willingness to work within the cooperative framework of a choir or group.

NUMBER OF VOLUNTEERS: We need 5-7 volunteers.

BENEFIT FOR THE VOLUNTEER: The sharing of one's talents brings a unique sense of accomplishment and enjoyment.

TRAINING/CONTACT PERSON: Minister of Worship & Arts

ASBURY PRAISE TEAM

IMPORTANCE TO OUR CHURCH: The Asbury Praise Team leads the 10:45 Contemporary Service each Sunday with songs highlighting the message to be communicated. This is a dedicated team of volunteers sharing their talents for God.

JOB DESCRIPTION: We need volunteers to serve in the worship service through singing or playing of musical instruments or through running of sound equipment or audio/visual equipment in a team –oriented atmosphere. If you like contemporary music, this is the place for you!!

TIME FRAME: Practices are on Thursdays from 6:00 p.m. to 8:00 p.m. and we practice again on Sunday mornings at 8:30 a.m.

SKILLS TO BE USED/DEVELOPED: Singing in group settings with harmonies. Guitar, Bass Guitar, Drums, and Keyboards are the instruments that we use currently. We are open to additional players and instruments (percussion, brass, strings, etc) as well as new voices. If you would like to work with the sound equipment we are seeking interested persons for that as well!

NUMBER OF VOLUNTEERS: Unlimited

BENEFIT FOR THE VOLUNTEER: Participation in a spirit-led worship environment as part of a very supportive team leading the worship service.

TRAINING/CONTACT PERSON: Contemporary Worship Leader or Minister of Worship & Arts

YOUTH CHORUS

IMPORTANCE TO OUR CHURCH: Provides music as an expression of praise to God and enhances worship.

JOB DESCRIPTION: Persons in junior high and high school who like to sing who want to be a part of a chorus for worship services and programs of music outreach as needed.

TIME FRAME: Forty-five minutes of rehearsal each Sunday from 4:15 to 5:00 p.m. and other rehearsals as needed for special programs. Members will sing during worship services several times a year and for special programs as scheduled.

SKILLS TO BE USED/DEVELOPED: Increase your singing talent, learn to read music, improve musical expression and interpersonal skills.

NUMBER OF VOLUNTEERS: We need 15-20 volunteers.

BENEFIT FOR THE VOLUNTEER: An opportunity to improve musical expression and develop your voice, as well as serve God through music and worship.

TRAINING/CONTACT PERSON: Minister of Worship & Arts

CHILDREN'S CHOIR PARENT

IMPORTANCE TO OUR CHURCH: Children involved in music programs learn to give service to the church while developing a life-long expression of faith. Volunteer involvement is invaluable to the director.

JOB DESCRIPTION: You will meet with the children's choir at their weekly choir rehearsal to be attentive to the children and assist the director with non-musical details. When your choir sings in worship services you will be needed to assist with robes and seating.

TIME FRAME: The choir year runs from September through May. Weekly rehearsals are on Sunday from 5:00 to 6:00 p.m.

SKILLS TO BE USED/DEVELOPED: You will develop skills of working with kindergarten through sixth grade children and perform basic child care.

NUMBER OF VOLUNTEERS: We need 3-4 adults.

BENEFIT FOR THE VOLUNTEER: You will enjoy your love for children in a very helpful way.

TRAINING/CONTACT PERSON: Minister of Worship & Arts

CHILDREN'S CHOIR ACCOMPANIST

IMPORTANCE TO OUR CHURCH: To help provide music training and experience to young children so that they can learn the joy of serving.

JOB DESCRIPTION: Provide piano accompaniment for rehearsals and performances by the children's choir.

TIME FRAME: Rehearsals are held weekly on Sunday from 5:00 to 6:00 p.m.

SKILLS TO BE USED/DEVELOPED: The ability to play the piano and to follow the leadership of the Minister of Worship & Arts; ability to relate to children and to assist with discipline.

NUMBER OF VOLUNTEERS: We need 4 volunteers

BENEFIT FOR THE VOLUNTEER: Working with children carries special joys. Those who work in the Children's Music Program experience a great deal of satisfaction.

TRAINING/CONTACT PERSON: Minister of Worship & Arts

MUSIC LIBRARY SECRETARY

IMPORTANCE TO OUR CHURCH: The success of the music ministry depends on valued assistants whose work helps to free the Director for other duties. The Music Library Secretary gives such needed help.

JOB DESCRIPTION: Assists the Minister of Worship & Arts in storing, cataloguing, and caring for the music used by the various choirs of the church.

TIME FRAME: One half-day each week, to be arranged with the Minister of Worship & Arts.

SKILLS TO BE USED/DEVELOPED: Filing and some typing are helpful skills. Though not required, familiarity with personal computers would be helpful.

NUMBER OF VOLUNTEERS: We need 1 volunteer and one backup volunteer.

BENEFIT FOR THE VOLUNTEER: An opportunity to make a real contribution to the church's music program.

TRAINING/CONTACT PERSON: Minister of Worship & Arts

WORSHIP ASSISTANTS

*"I was glad when they said to me, "Let us go to the house of the Lord."
Psalm 122:1*

ACOLYTES

IMPORTANCE TO OUR CHURCH: Acolytes serve as assistants to the clergy during worship services.

JOB DESCRIPTION: You will assist during the traditional worship service by lighting candles, helping with communion or baptism and a variety of other clergy requests.

TIME FRAME: An eleven month commitment beginning in August. Based on the number of acolytes on our roster, you will serve on a rotating schedule of approximately 4 times per year, more often if you desire.

SKILLS TO BE USED/DEVELOPED: You will learn cooperation and how to serve on a team and develop your knowledge of liturgy.

NUMBER OF VOLUNTEERS: We need 24 children per year from grades 3 through 8.

BENEFIT FOR THE VOLUNTEER: You will gain the satisfaction of helping the congregation enhance their worship, as well as serving Jesus through serving His Church.

TRAINING/CONTACT PERSON: Children's Minister

GREETERS

IMPORTANCE TO OUR CHURCH: With many visitors coming to our church, nothing begins the warmth, love and comfort in God's home, as does a friendly reception on entering the church building.

JOB DESCRIPTION: Volunteers will be given an assigned station throughout the building. You will be responsible for welcoming those who enter, giving a warm greeting and directing those attending worship services or Sunday School classes.

TIME FRAME: The commitment will be for one month a year.

- 8:30 Worship Service: You will be in place from 8:15 – 8:45a.m.
- 10:45 Worship Service: You will be in place from 10:30 – 11:00 a.m.

SKILLS TO BE USED/DEVELOPED: Interpersonal skills and an outgoing approach are needed. Public relations skills and knowledge of the Sunday morning activities and their location will also be developed.

NUMBER OF VOLUNTEERS: We need the following:

- 8:30 Worship Service – 3 per Sunday (North doors, South doors, West doors)
- 10:45 Worship Service – 3 per Sunday (North doors, South doors, West doors)

BENEFIT FOR THE VOLUNTEER: This is an excellent way to meet friends and visitors at church and to “set the tone” for their Sunday School or worship experience.

TRAINING/CONTACT PERSON: Associate Pastor of Discipleship

COMMUNION STEWARDS

IMPORTANCE TO OUR CHURCH: Helps prepare the way for our congregation to observe the Sacrament of the Lord's Supper on a regular basis.

JOB DESCRIPTION: Set up communion table, assist the ministers in delivering the sacrament, clean up and store platens and chalices after the service.

TIME FRAME: Two stewards work in the 8:30 service and four stewards work in the 10:45 service **ON THE FIRST** Sunday of every month.

SKILLS TO BE USED/DEVELOPED: No special skills are needed.

NUMBER OF VOLUNTEERS: We need 60 volunteers.

BENEFIT TO THE VOLUNTEER: Deep satisfaction knowing that you have shared in making possible a helpful and moving worship experience.

TRAINING/CONTACT PERSON: Assistant to Senior Pastor

USHERS/OFFERING STEWARDS

IMPORTANCE TO OUR CHURCH: The church Usher is an important part of the welcoming process to our worship services. The Usher also participates in one of the most vital parts of the worship experience, the receiving of tithes and offerings.

JOB DESCRIPTION: Ushers are responsible for the hospitable seating of worshippers, distributing church bulletins in the 8:30 service, locating available seating spaces for late arrivals, offering assistance to members and guests when needed, assist with traffic flow during communion Sundays, counting attendance, and receiving the morning offering. Ushers are expected to be regular in attendance.

TIME FRAME: A one-year commitment beginning in January, with ushers working all Sundays of at least one month a year, at 8:30 or 10:45. Ushers are also needed for special occasions on other Sunday mornings.

SKILLS TO BE USED/DEVELOPED: You will use interpersonal skills in welcoming and seating visitors and members. Organizational skills will be used in counting attendance and receiving the morning offering.

NUMBER OF VOLUNTEERS:

- 8:30 Worship – We need 4 ushers each Sunday.
- 10:45 Worship – We need 6 ushers each Sunday.

BENEFIT FOR THE VOLUNTEER: The opportunity to provide a friendly greeting and helpful assistance to all who come to worship.

TRAINING/CONTACT PERSON: Chairperson of the Committee on Worship

TRADITIONAL ALTAR GUILD

IMPORTANCE TO OUR CHURCH: The purpose of the Traditional Altar Guild is to aid the pastors in creating more understanding by the congregation of worship and its practices, such as the use of symbols, flowers, and candles. The people who serve on the Traditional Altar Guild are sometimes referred to as “God’s Housekeepers.” They have general supervision over the furnishings and accessories of the Sanctuary, Parlor, Narthex, and Great Hall in cooperation with the Senior Pastor and the Board of Trustees.

JOB DESCRIPTION: This group of volunteers performs duties relating to the worship needs of the church. The Traditional Altar Guild works as a team of two each week in preparing for Sunday worship services held in the Sanctuary, arranging altar flowers, preparing for baptisms and picking up after services. Traditional Altar Guild members also ready the Sanctuary, Parlor, Narthex, and Great Hall for weddings and funerals.

TIME FRAME: Approximately 2 hours during the week and 15 minutes before the Sunday worship service. Each member serves four times a year.

SKILLS TO BE USED/DEVELOPED: No skills are needed except a simple desire to serve.

NUMBER OF VOLUNTEERS: We need 24 volunteers.

BENEFIT FOR THE VOLUNTEER: Working with a wonderful group of people while quietly working behind the scenes to support our house of worship and to enhance the worship experience.

TRAINING/CONTACT PERSON: Altar Guild President

CONTEMPORARY ALTAR GUILD

IMPORTANCE TO OUR CHURCH: The purpose of the Contemporary Altar Guild is to aid the pastors in creating more understanding by the congregation of worship and its practices, such as the use of symbols, flowers and candles.

JOB DESCRIPTION: This group of volunteers performs duties relating to the worship needs of the contemporary service. The Altar Guild works as a team of two under the direction of the Minister of Worship & Arts and the Contemporary Worship Leader in preparing the Wilson Activity Center (WAC) to be a place of worship each Sunday morning.

TIME FRAME: A one-year commitment beginning in January and working on a rotating basis, depending on how many pairs of two are created.

SKILLS TO BE USED/DEVELOPED: No specific skills are needed, just a simple desire to serve.

NUMBER OF VOLUNTEERS: We need 10-20 volunteers.

BENEFIT FOR THE VOLUNTEER: You will be working with a wonderful group of people while quietly working behind the scenes to support our house of worship and to enhance the worship experience.

TRAINING/CONTACT PERSON: Minister of Worship & Arts

LINEN LAUNDERING

IMPORTANCE TO OUR CHURCH: The linens that are used each month during communion and during special services/occasions require laundering.

JOB DESCRIPTION: You will pick up linens, take them home to launder, and return them to the church. Some linens need special hand washing or dry cleaning.

TIME FRAME: A one-year commitment beginning in January and working on a rotating basis, depending on how many volunteers we have.

SKILLS TO BE USED/DEVELOPED: The ability to read labels and clean linens accordingly is all that is needed.

NUMBER OF VOLUNTEERS: We need 2-6 volunteers.

BENEFIT FOR THE VOLUNTEER: You will take satisfaction in quietly working behind the scenes to support our house of worship and to enhance the worship experience.

TRAINING/CONTACT PERSON: Assistant to Senior Pastor

SUNDAY MORNING & SPECIAL SERVICES DRIVERS

IMPORTANCE TO OUR CHURCH: You will provide transportation to and from the church for members who otherwise could not attend services.

JOB DESCRIPTION: You will be driving either the 15-passenger church-owned van or your private car on a regular assigned route to homes and apartment buildings for pick-up and return trips. A chauffeur's license is not required. Drivers must be between 24 and 70 years of age with a good driving record.

TIME FRAME: A commitment on a regular schedule is required once every two or three months from 7:45 a.m. – 12:30 p.m. on Sunday morning and for special seasonal church services. The schedule does not interfere with attending services.

SKILLS TO BE USED/DEVELOPED: You will use communication and driving skills.

NUMBER OF VOLUNTEERS: We need 15 volunteers.

BENEFIT FOR THE VOLUNTEER: Enjoy greeting and helping people get to and from church.

TRAINING/CONTACT PERSON: Assistant to Senior Pastor

YOUTH

"Thou doest guide me with thy counsel..." Psalm 73:24a

YOUTH COUNSELORS

IMPORTANCE TO OUR CHURCH: Through informal settings you will help guide youth to grow spiritually and socially and to understand the church as the family of God. This can be made possible only with your leadership.

JOB DESCRIPTION: Your activities will be under the leadership of the Youth Minister, and you will work with 7-12 graders sharing your time and faith and getting to know the youth personally. You will be needed in sponsoring trips and for special activities and events. You will need to be a caring friend to youth to assist them in their faith walk.

TIME FRAME: The commitment is for one year as it takes this amount of time to develop the relationship needed. It involves Sunday evenings from 5:00 to 7:00 p.m. and other events as your time and responsibilities allow.

SKILLS TO BE USED/DEVELOPED: You will be developing one-on-one relationships with youth. While working with youth and other counselors to plan and carry out programs and events, you will develop and sharpen your listening and communications skills. You will also strengthen your own spiritual life as you engage in this journey together with the youth. You will be provided opportunities for training.

NUMBER OF VOLUNTEERS: We need approximately 4-6 each year.

BENEFIT FOR THE VOLUNTEER: You will experience the heartfelt joy of impacting the development of youth in various settings as well as experiencing your own personal growth.

TRAINING/CONTACT PERSON: Youth Minister

RESOURCE PERSON FOR YOUTH MINISTRY

IMPORTANCE TO OUR CHURCH: You will have an opportunity to share your life and faith experiences, as well as special skills and knowledge, with youth during a significant period of growth and development in their lives.

JOB DESCRIPTION: To serve as a resource person for youth programs and activities. Some possibilities include:

- Presenting a program to youth on a specific topic (example: something pertaining to your job or an organization you're involved in)
- Leading a short-term course in a particular area of interest (example: cooking, make-up, photography, etc.)
- Serving as a contact person in a particular area of interest (example: liaison with a community agency)
- Hosting a group of youth at your home for a meeting or a visit to your cabin at the lake
- Helping with a Sunday night devotional or special worship activity

TIME FRAME: You could be either a one-time program leader or an ongoing contact person.

SKILLS TO BE USED/DEVELOPED: You will be sharing your skills, experiences, and resources with youth. You will also develop communications skills.

NUMBER OF VOLUNTEERS: The number needed will vary.

BENEFIT FOR THE VOLUNTEER: You will experience the benefit of meaningful relationships with youth as well as the satisfaction of sharing some of your knowledge and expertise.

TRAINING/CONTACT PERSON: Youth Minister

ADULTS WORKING WITH YOUTH IN SPECIAL MINISTRIES

IMPORTANCE TO OUR CHURCH: You will have an opportunity for service, outreach, fellowship and assisting youth develop their skills and use their creativity in specific ministries.

JOB DESCRIPTION: Responsibilities vary according to the area you choose to work in:

- **Drama:** You will work with the youth on a particular aspect of drama ministries. Volunteers are needed for carpentry and set construction, costume construction, make-up crews, musicians, and dramatic coaching.
- **Outdoor:** Explore God's creation through canoe or backpacking trips. Your responsibility will be to work with the Youth Minister to plan excursions and to supervise the trip.
- **Mission Project:** You will assist in doing research as to needs in the community and/or out-of-town that can be met by a team of youth and sponsors.
- **Bible Study:** You will assist in promoting and leading Bible Study sessions, either on-going or short term
- **Special Projects:** You will assist in planning and implementing special short-term service projects or a special study series.

TIME FRAME: The time frame is for the duration of the planning, preparation and implementing of a specific event.

SKILLS TO BE USED/DEVELOPED: The skills needed are reflected in the types of events with outreach, spiritual development, self-development, and personal relationships as the key.

NUMBER OF VOLUNTEERS: The number will vary.

BENEFIT FOR THE VOLUNTEER: Enjoy the benefit of meaningful yet more flexible volunteer experiences in working with youth.

TRAINING/CONTACT PERSON: Youth Minister

CONFIRMATION MENTOR

IMPORTANCE TO OUR CHURCH: Youth desiring to enter the Confirmation process and place membership in the UMC benefit from the guidance of laity serving as their spiritual role models. Utilizing a mentoring process, we emphasize the importance of laity's role in making disciples of our youth and witness exploration and spiritual growth in both the Confirm and the mentor.

JOB DESCRIPTION: One adult is paired with each youth for the duration of the confirmation process and teaches/ mentors the Confirmand. This includes parent orientation, Blessing of the Confirmand/ Mentor in worship, training and teaching time, field trips, overnight retreat, and Confirmation Sunday.

TIME FRAME: 3 months, generally beginning in mid winter.

SKILLS TO BE USED/DEVELOPED: You will develop teaching, listening and communication skills. Having the ability and desire to relate to young preteens and teens is a plus.

NUMBER OF VOLUNTEERS: One adult for each Confirmand.

TRAINING AND SUPPORT: Training is provided weekly for the mentors by clergy and church program staff. Additional support is available as needed.

BENEFIT FOR THE VOLUNTEER: You will be humbled in knowing you have helped a youth in their choice to follow Jesus Christ as their Lord and Savior and will experience a personal renewal of your own faith journey.

TRAINING/CONTACT PERSON: Youth Minister

BOY SCOUT TROOP 24 LEADERS

IMPORTANCE TO OUR CHURCH: This ministry reaches families in and outside our church. Scouting membership develops a sense of citizenship and self betterment in our boys, ages 10-18 years of age. Our troop brings new members to our church and gives members a further feeling of belonging to the church through this active ministry. Asbury UMC holds the charter to this oldest continually active troop west of the Mississippi River. Many of our members remember being a part of the troop and it brings a spirit of history and continuity to our church.

JOB DESCRIPTION: Troop 24 enjoys a core of trained and dedicated adult leaders and an energetic and long-serving Scoutmaster. We are always looking for additional motivated men and women to serve as assistant Scoutmasters on an occasional outing. We also have adult positions on the troop advancement committee to interview older Scouts as needed every few months. We need merit badge counselors to teach citizenship, skill, hobby, and career interests.

TIME FRAME: The troop meets 7:00 to 8:30 P.M. each Tuesday and usually goes to summer camp for 6 nights and has a weekend outing most other months. Merit badge counselors are used only once per year for a given subject.

SKILLS TO BE USED/DEVELOPED: Your hobby, career, and special interests can be used for instructing scouts for merit badges. Occasionally we only need a second adult for transportation and to fulfill the requirement for “2-deep leadership.”

NUMBER OF VOLUNTEERS: We have 4 active adult leaders now. Four more active committee/advancement members could be used. There is no limit to those interested in teaching an occasional merit badge subject.

BENEFIT FOR THE VOLUNTEER: Your reward is seeing the young men progress in their camping, living, and leadership skills as well as being a part of Troop 24 which is held in high regard by Asbury UMC.

TRAINING/CONTACT PERSON: Adult training is available about every 3 months. We have a Youth Protection course (1-hour), Fast Start Training (3-4 hours) and an overnight training course for those adults interested in more training; however, this is not required. The short courses are also available on-line. A monthly Roundtable meeting is offered to give more information on Scouting skills and give information on local events, but it is not required.

TRAINING/CONTACT PERSON: Scout Master

DISCIPLESHIP

*"For I have given you an example that you also should do
as I have done to you." John 13:15*

YOUTH SUNDAY SCHOOL TEACHERS

IMPORTANCE TO OUR CHURCH: Provides challenge and guidance during the critical adolescent years so that youth can claim a commitment to Jesus Christ for themselves, can grow in that commitment, and know what it means to be a part of the church.

JOB DESCRIPTION: You will lead youth through various studies in a class setting. You will use a curriculum provided by the Youth Minister, but you will also call upon experiences in your own faith walk. You will serve as a guide for learning and a leader for class discussion and participation.

TIME FRAME: You will spend one hour each week (9:40 – 10:40 a.m.) for one year as it takes this amount of time to develop relationships with class members. Preparation time, prior to Sunday morning will take approximately 1-3 hours.

SKILLS TO BE USED/DEVELOPED: You will develop Bible knowledge, an understanding of youth culture, and sharpen your teaching, listening, and communication skills.

NUMBER OF VOLUNTEERS: We need 2 teachers for the junior high class (grades 7 & 8) and 5 teachers for the senior high class (grades 9, 10, 11, 12). Senior high teachers will teach once a month.

BENEFIT FOR THE VOLUNTEER: Play a meaningful role in the faith development of youth in their teen years. Strengthen knowledge of the Bible and faith development.

TRAINING/CONTACT PERSON: Youth Minister

SUBSTITUTE TEACHERS

IMPORTANCE TO OUR CHURCH: Regular teachers must be out of their classrooms from time to time. While circumstances may prevent the regular teacher from attending, we still can grow in our faith with your help and willingness to serve as a substitute.

JOB DESCRIPTION: Substitute teachers are on call to teach when regular teachers are out. You would be assigned to one class in your preference of age levels (adult, youth, or children). You would have a copy of the materials and be included in the planning meetings.

TIME FRAME: The commitment is for one year beginning in September.

SKILLS TO BE USED/DEVELOPED: You will develop skills in teaching, listening, and communicating with the age level you are working with. You will increase your knowledge of the Bible.

NUMBER OF VOLUNTEERS: We need 6 in the children's division and 2 in the youth department. Several adult classes occasionally need substitutes.

BENEFIT FOR THE VOLUNTEER: You will be able to experience the joy of the service opportunity without a full-time commitment. This is perfect for those who are unsure where their talents will best be utilized or for those whose time commitments are such that only periodic service can be offered.

TRAINING/CONTACT PERSON: Associate Pastor of Discipleship

SUNDAY SCHOOL TEACHERS/ SMALL GROUP LEADERS

IMPORTANCE TO OUR CHURCH: To grow in grace is vitally important to our lives of faith. The Sunday School teacher or small group leader plays an important part in helping people grow in the knowledge and love of our Lord and Savior. By leading an existing class every so often or all the time, the teacher helps the church make mature disciples of Jesus Christ.

JOB DESCRIPTION: Each teacher/leader is responsible for planning lessons and teaching their class or finding people to teach in the group. There is material available in the Discipleship Resource Library located in the Main Library of the church (Rm. 122).

TIME FRAME: The commitment would be for one year. You could expect to set aside at most 2-3 hours per week planning a lesson. Also, the amount of teaching done through the year depends on the class one desires to help teach. Some classes or groups rotate their teachers; others have only one teacher/leader.

SKILLS TO BE USED/DEVELOPED: Biblical knowledge, interpersonal, communications, and listening skills

NUMBER OF VOLUNTEERS NEEDED: Infinite

BENEFIT FOR THE VOLUNTEER: You will experience the joy of helping people form their minds and hearts to the Gospel. Moreover, you will develop long lasting friendships that will continue to grow beyond the classroom setting.

TRAINING/CONTACT PERSON: Associate Pastor of Discipleship

GOD'S MEALS ON WHEELS

IMPORTANCE TO OUR CHURCH: To provide a group of caring persons who will reach out to people who are celebrating a birth, are sick, or are bereaved by providing a hot meal dropped off at their house. Persons receiving meals will typically be members not affiliated with a Sunday School class or regular visitors.

JOB DESCRIPTION: God's Meals on Wheels is a group of members who will be asked on a rotating basis to call on persons recently returned from a hospital stay or the recently bereaved with a hot casserole dish and bread.

TIME FRAME: The commitment is for one year, beginning in January.

SKILLS TO BE USED/DEVELOPED: The basic skill of caring for and loving others is essential.

NUMBER OF VOLUNTEERS: We need 10-15 volunteers.

BENEFIT FOR THE VOLUNTEER: Experience the deep joy of serving others in the name and spirit of Jesus Christ.

TRAINING/CONTACT PERSON: Associate Pastor-Pastoral Care

CARE TEAM

IMPORTANCE TO OUR CHURCH: To provide a group of caring persons who will reach out to people who are in the hospital, nursing home, or are home-bound.

JOB DESCRIPTION: The Care Team will be a group of members who will visit with or telephone people who are ill or homebound. Some of the people who would enjoy a visit are members of long-standing who have been the pillars of Asbury in past years but can no longer come to church on a regular basis. This is Asbury's way to reach out and nurture them with a visit or phone call. Other visits will be to members or regular visitors who are in the hospital.

TIME FRAME: The commitment is for one year, beginning in January.

SKILLS TO BE USED/DEVELOPED: The basic skill of caring for and loving others is essential. Sensitivity is required.

NUMBER OF VOLUNTEERS: We need 10-15 volunteers.

BENEFIT FOR THE VOLUNTEER: Experience the deep joy of serving others in the name and spirit of Jesus Christ.

TRAINING/CONTACT PERSON: Associate Pastor-Pastoral Care

COLLEGE STUDENT CORRESPONDENTS

IMPORTANCE TO OUR CHURCH: Provides on-going communication with our church members who are in college.

JOB DESCRIPTION: Volunteers are needed to assist in updating names and addresses of college students and to correspond at least 3 times a year with 5 students through personal letters or email.

TIME FRAME: A commitment of one year; time would be flexible, according to your schedule.

SKILLS TO BE USED/DEVELOPED: Written expression and relational skills are needed.

NUMBER OF VOLUNTEERS: We need 6-8 volunteers.

BENEFIT FOR THE VOLUNTEER: You will experience the benefit of communicating with college students as well as the satisfaction of helping college students continue to feel like a part of the church.

TRAINING/CONTACT PERSON: Associate Pastor of Discipleship

COLLEGE MINISTRY

IMPORTANCE TO OUR CHURCH: God reaches out to us throughout life's journey. The college years are an important time of formation and learning as individuals come out from under the wings of their parents. Volunteers who help with the college ministry help minister to a group of people who desire to ask tough questions, seek lasting answers, and form authentic community.

JOB DESCRIPTION: Meet with a small group, help on mission projects, and send cards to students while they are away at school. The list of opportunities is endless!

TIME FRAME: 1-2 hours a week during the summer; 1-3 hours a month during each semester

SKILLS TO BE USED/DEVELOPED: You will use your communication, social, theological, and physical skills.

NUMBER OF VOLUNTEERS: We need 4-5 volunteers.

BENEFIT FOR THE VOLUNTEER: You will develop relationships with individuals who are seeking answers and becoming young adults. Not only will you be challenged in your own faith but you will help keep these students connected to the Body of Christ as they seek to make sense of the world and their own faith. You will help give them a theological perspective and worldview as they seek answers to many questions.

TRAINING/CONTACT PERSON: College Ministry Coordinator/Associate Pastor of Discipleship

CHURCH FAMILY EVENTS

IMPORTANCE TO OUR CHURCH: To build up our faith community through church-wide events that provide fellowship and learning together.

JOB DESCRIPTION:

- Set up tables and chairs prior to events.
- Help with decorating.
- Make posters to publicize events.
- Help with food preparation.
- Clean up.

TIME FRAME: As needed before each event, approximately one to two hours for each event.

SKILLS TO BE USED/DEVELOPED: Interpersonal and organizational skills as you work with others in setting up for events as well as creative skills in designing posters could be utilized.

NUMBER OF VOLUNTEERS: We need 12 volunteers.

BENEFIT FOR THE VOLUNTEER: Satisfaction of helping to facilitate fellowship within the church.

TRAINING/CONTACT PERSON: Church Administrator

COMMUNITY WEDNESDAYS TEAM

IMPORTANCE TO OUR CHURCH: To gather as a community is important for communal identity, understanding, and vision. Community Wednesdays help to accomplish these goals by having a meal and small group activities such as Bible Study, relevant seminars, and choir, etc. To help make this gathering possible is a large undertaking yet a rewarding experience. Whether it is simply things such as making signs, setting up, serving food, and/or cleaning up, this service opportunity is a great way to extend hospitality.

JOB DESCRIPTION: Help on Community Wednesdays by setting up, serving food, cleaning up, greeting visitors, and/or collecting money. You do not have to do all of these, but this is a list of some of the tasks to be done throughout the evening.

TIME FRAME: Community Wednesdays are held on the last Wednesday of the month. Depending on the task(s) you choose to participate in you could expect to serve about 30 minutes to 1 hour. Typically Community Wednesdays run about 11-13 weeks during the fall and spring. Set up begins at 5:00 p.m. and classes conclude by 7:30 p.m.

SKILLS TO BE USED/DEVELOPED: Interpersonal, communication, food service, and elbow grease skills are all needed.

NUMBER OF VOLUNTEERS: We need 10 per evening

BENEFIT FOR THE VOLUNTEER: In this service opportunity, you will feel the reward of assisting in the success of a major disciple-making event. You will also develop valuable friendships with those whom you serve alongside as you share in a common experience. Lastly, you will have the joy of seeing the larger body of Christ gather together in Christian fellowship.

TRAINING/CONTACT PERSON: Community Wednesdays Coordinator or Associate Pastor of Discipleship

KEENAGERS LUNCH & PROGRAM

IMPORTANCE TO OUR CHURCH: Keenagers is a vitally important part of the life of the Asbury United Methodist Church. Fun, fellowship, and food are enjoyed by our mature members on a monthly basis.

JOB DESCRIPTION: Help with program planning, decorating tables, making drinks, serving catered meals, and cleaning up.

TIME FRAME: 2 hours on the first Tuesday of each month except January and August.

SKILLS TO BE USED/DEVELOPED: You will develop your communication skills and increase your ability to fulfill the needs of other adults.

NUMBER OF VOLUNTEERS: We need 8 volunteers.

BENEFIT FOR THE VOLUNTEER: Caring about and working with mature adults can bring deep satisfaction.

TRAINING/CONTACT PERSON: Keenagers Coordinator

TEACH/LEAD ADULT SEMINARS

IMPORTANCE TO OUR CHURCH: Enables the church to give help to persons in many areas of daily Christian living.

JOB DESCRIPTION: Lead a seminar for adults in an area where you have a special competence. Most seminars are held in a one-evening format, built around Community Wednesday's dinners.

TIME FRAME: In most cases a seminar would take one to two hours to complete. Preparation time would vary with the leader and subject.

SKILLS TO BE USED/DEVELOPED: The ability to present with clarity is important as well as the skill to lead group discussions.

NUMBER OF VOLUNTEERS: We need 8-10 volunteers.

BENEFIT FOR THE VOLUNTEER: You will have the satisfaction which comes from sharing vital information to help people better meet life situations.

TRAINING/CONTACT PERSON: Associate Pastor of Discipleship

ASBURY CARD MINISTRY

IMPORTANCE TO OUR CHURCH: God's grace and truth can be shared through many avenues. Through handmade cards, the people of the card ministry hope this ministry will be a vehicle for the Holy Spirit to work in a recipient's life.

JOB DESCRIPTIONS:

- Card makers: The Card Ministry meets once a month to create cards to be sent to those in the hospital, new visitors, shuts-ins and more! There are two groups that meet on a monthly basis. Currently one group meets Friday evenings at 6:30 p.m. and the other on Sunday afternoons at 2:00 p.m.
- Card writers: These volunteers write cards to people in need. These requests are either delivered to you by e-mail or by mail with a total of 5-10 cards per month. Addressed cards and postage stamps are provided. This can obviously be done from home, on your lunch break, etc. – whenever it is convenient for you!

TIME FRAME: Card makers: Once a month for 1 – 2 hours; Card writers – range from 30 minutes per month to 10 minutes every other day.

SKILLS TO BE USED/DEVELOPED: No skill at all is necessary, we will teach you the easy steps we use to make or write cards.

NUMBER OF VOLUNTEERS: Infinite

BENEFIT FOR THE VOLUNTEER: While not always recognized in the public realm, you will recognize how God's love works through a simple piece of mail. Furthermore, you will form friendships with other Christians who desire to be agents of God's grace in this type of ministry.

TRAINING/CONTACT PERSON: Card Ministry Coordinator/Associate Pastor of Discipleship

INTERCESSORY PRAYER TEAM

IMPORTANCE TO OUR CHURCH: Prayer is essential to our personal lives of faith and to the community as a whole. To pray on another's behalf has long been a ministry of the church throughout the ages. Lifting up the needs of people and the world to God in prayer is an important ministry of the church as it not only expresses deep compassion for one another but also reaches out to God to intervene in all situations.

JOB DESCRIPTION: The intercessory prayer team meets on Sunday mornings and lifts up those who are in need of prayer. Whether listed in the bulletin or left unspoken, the intercessory prayer team prays for individuals in need of love and care.

TIME FRAME: Sunday mornings from 10:45-11:30am

SKILLS TO BE USED/DEVELOPED: Prayer, communication, and discernment skills

NUMBER OF VOLUNTEERS: We need 4-5 volunteers.

BENEFIT FOR THE VOLUNTEER: You will discover deep compassion within your soul as you pray for others. Moreover, you can expect to see God work in mysterious and wondrous ways through those for whom you pray.

TRAINING/CONTACT PERSON: Intercessory Prayer Leader

CHAPEL PRAYER TEAM

IMPORTANCE TO OUR CHURCH: Intercessory and personal prayer is vital to God's Church. Prayer support is needed in all aspects of our church and church programs. We have been commanded to pray for one another.

JOB DESCRIPTION: A volunteer will pray in the Chapel during one of our Sunday morning Church services. The "Pray-er" will pray for those in attendance and all other aspects of the Worship service.

TIME FRAME: One hour.

SKILLS TO BE USED/DEVELOPED: Praying for others on their behalf.

NUMBER OF VOLUNTEERS: One volunteer during each Sunday morning Worship service.

BENEFIT FOR THE VOLUNTEER: A deeper closeness with God our Father, Jesus our Savior, and the Holy Spirit.

TRAINING/CONTACT PERSON: Prayer Team Leader

OFFICE

"Now there are varieties of gifts but the same Spirit and there are varieties of services but the same Lord." 1 Corinthians 12:4-5

VOLUNTEER OFFICE WORK

IMPORTANCE TO OUR CHURCH: Serves to supplement the work of our paid administrative staff and assist the church during the week and times of heavy work demand.

JOB DESCRIPTION: Provide part-time administrative help for the church staff. Help might include answering the telephone, typing, mailing letters, filing, and operating a computer. Volunteers would indicate work they are capable of doing and would be called as needed.

TIME FRAME: On call or could be limited to half days, certain days of the week, or to suit a volunteer's schedule.

SKILLS TO BE USED/DEVELOPED: Telephone answering and general office work; typing; operating a copier; mailing and sorting; operating a computer; etc. Training would be offered.

NUMBER OF VOLUNTEERS: We need 10-15 volunteers.

BENEFIT FOR THE VOLUNTEER: You will have the satisfaction of helping the church in an emergency or when a special task needs to be completed quickly.

TRAINING/CONTACT PERSON: Church Administrator

WORSHIP BULLETIN VOLUNTEER

IMPORTANCE TO OUR CHURCH: Will assist in assembling and distributing the weekly worship bulletin, as well as other timely publications that the church office is producing.

JOB DESCRIPTION: Fold, cut, or stuff bulletins or other materials. This involves use of the folding machine, the paper cutters, and at times, the copier or the Risograph. You will additionally be asked to help distribute bulletins or other publications throughout the church building, including the Welcome Centers and on bulletin boards. A checklist will be provided of other items that will need to be gathered and distributed, such as the money pouches for offerings and the key to the Church Van.

TIME FRAME: 2-3 hours on Thursday afternoons after the printing of the bulletin to prepare them for distribution by folding, cutting, and stuffing as needed, and then placing them around the building where they will be available for Sunday's service. A checklist of where they need to go and how many will go to each place will be provided.

SKILLS TO BE USED/DEVELOPED: Familiarity with the copiers and Risograph, as well as the paper folding machine would be helpful. The volunteer must be physically able to do repetitive manual tasks such as placing the insert in 400+ bulletins and operating the paper cutter. Additionally, good phone and interpersonal communication skills are important for anyone who works the front desk.

NUMBER OF VOLUNTEERS: One volunteer will be needed each Thursday. You may commit to every Thursday, or if more volunteers are available, you may be placed on a rotating or as-needed schedule.

BENEFIT FOR THE VOLUNTEER: You will enjoy knowing that your work helps prepare the church building for worship, and that the little details to which you attend allow the services to progress smoothly.

TRAINING/CONTACT PERSON: Church Administrator

COMPUTER DATA ENTRY

IMPORTANCE TO OUR CHURCH: Will facilitate gathering and using of important data related to members and their families.

JOB DESCRIPTION: Input information into the church's database regarding our members, their family members and the organizations within the church.

TIME FRAME: Work on call - - half-day or full-day, depending on the volunteer's schedule.

SKILLS TO BE USED/DEVELOPED: Knowledge of computers and typing skills.

NUMBER OF VOLUNTEERS: We need 2 volunteers.

BENEFIT FOR THE VOLUNTEER: To become more closely involved in the day-to-day work of the church.

TRAINING/CONTACT PERSON: Church Administrator

CALLIGRAPHY

IMPORTANCE TO OUR CHURCH: You will help provide neat lettering for baptismal certificates, certificates of special recognition, and other special lettering needs.

JOB DESCRIPTION: Use calligraphy skills, as needed, to prepare certificates, posters, and special letters for the church.

TIME FRAME: On call. In most cases a short amount of time is all that is required to complete a project.

SKILLS TO BE USED/DEVELOPED: Skills in calligraphy resulting in the production of neat, attractive lettering.

NUMBER OF VOLUNTEERS: We need 2 volunteers.

BENEFIT FOR THE VOLUNTEER: Satisfaction in assisting the church to offer deserved recognition as well as attractive invitations, certificates, etc.

TRAINING/CONTACT PERSON: Church Administrator

CHURCH LIBRARY

IMPORTANCE TO OUR CHURCH: Our church provides a library for members of every age. It provides pleasure and resource books for individuals, resource books for ministers, Sunday School classes, study groups, inspirational groups, recreational and creative groups.

JOB DESCRIPTION: Each volunteer is responsible for organizing, filing, and cataloguing books and resources.

TIME FRAME: One year commitment. Days and hours are flexible. This job typically requires between 30 minutes and one hour per week.

SKILLS TO BE USED/DEVELOPED: You will develop organizational skills. Some knowledge of books and a love for reading will be helpful in this position.

NUMBER OF VOLUNTEERS: We need 12 volunteers.

BENEFIT FOR THE VOLUNTEER: This will be a great opportunity for you to share the resources and learning tools of the church with our congregation and visitors.

TRAINING/CONTACT PERSON: Asbury Archivist

DRIVER/DELIVERYMAN

IMPORTANCE TO OUR CHURCH: Assists the church office staff by picking up and delivering items.

JOB DESCRIPTION: Picks up supplies at Sam's, etc and places them in the kitchen.

TIME FRAME: On call.

SKILLS TO BE USED/DEVELOPED: A private vehicle is required and a current driver's license.

NUMBER OF VOLUNTEERS: We need 4 volunteers.

BENEFIT FOR THE VOLUNTEER: You will have a feeling of satisfaction in knowing that you are serving God and your church.

TRAINING/CONTACT PERSON: Church Administrator

COUNTERS

IMPORTANCE TO OUR CHURCH: For auditing purposes it is important to separate the duties of accounting for contributed funds and the disbursement of these same funds.

JOB DESCRIPTION: The Counter counts all monies received on Sunday in preparation for the Finance Manager to enter these contributions in the church's accounting system.

TIME FRAME: The Counter typically works on Monday mornings, except on weeks when Monday is a holiday.

SKILLS TO BE USED/DEVELOPED: The volunteer needs to be able to use a 10-key calculator.

NUMBER OF VOLUNTEERS: We need 2 volunteers.

BENEFIT FOR THE VOLUNTEER: You will have a feeling of satisfaction in knowing that you are serving God and your church.

TRAINING/CONTACT PERSON: Finance Manager

BANK DEPOSIT

IMPORTANCE TO OUR CHURCH: Audit procedures require that a person other than the Finance Manager deliver all deposits to the bank.

JOB DESCRIPTION: The volunteer will take the bank deposit to Centennial Bank in a locked bag. After the deposit is made the volunteer will sign the deposit slip.

TIME FRAME: This is an on-call position. Typically, a volunteer is needed every Monday and on other days of the week as needed.

SKILLS TO BE USED/DEVELOPED: The volunteer must have a personal vehicle to transport the deposit to the bank.

NUMBER OF VOLUNTEERS: We need 5 volunteers.

BENEFIT FOR THE VOLUNTEER: You will have a feeling of satisfaction on serving the church through the gift of your time.

TRAINING/CONTACT PERSON: Finance Manager

CHURCH HISTORY ROOM

IMPORTANCE TO OUR CHURCH: To preserve and exhibit documents and other materials of historical significance to Asbury United Methodist Church. It is of the greatest importance that our history be kept for all generations to enjoy.

JOB DESCRIPTION: You will be documenting, cataloguing, and taking care of our historical documents and seeing that they are conserved. You will also make this information available to those who need it.

TIME FRAME: A one year commitment with flexible hours.

SKILLS TO BE USED/DEVELOPED: You will develop communications skills, interest in preserving history, and assist in collecting memorabilia.

NUMBER OF VOLUNTEERS: We need 1-2 volunteers.

BENEFIT FOR THE VOLUNTEER: The satisfaction of knowing your involvement will benefit today's members and those in future generations.

TRAINING/CONTACT PERSON: Church Administrator

BULLETIN BOARD

IMPORTANCE TO OUR CHURCH: Our bulletin boards are a great way to communicate to all who come in the building about new members, upcoming events, etc. The bulletin boards also enhance the look of the building.

JOB DESCRIPTION: Each week the bulletin boards need to be updated, old materials taken down, and new materials put up. The duties vary each week depending on the bulletin boards to be updated. Bulletin boards will also need to be revamped and redecorated seasonally.

TIME FRAME: The length of commitment is one year beginning in January and working on a rotating basis, depending on how many volunteers we have. About 1-2 hours every Thursday afternoon or Friday morning are all that is required.

SKILLS TO BE USED/DEVELOPED: Only a desire to serve is necessary.

NUMBER OF VOLUNTEERS: We need 2-4 volunteers.

BENEFIT FOR THE VOLUNTEER: The volunteer will enjoy the satisfaction of quietly working behind the scenes to enhance the building.

TRAINING/CONTACT PERSON: Church Administrator

SERVICE/MISSIONS

*"For I was hungry... You gave me food,
I was a stranger... You welcomed me
I was naked... You clothed me,
I was sick... you visited me,
I was in prison, You came to me."
Matthew 25: 35-36*

LAY MOBILIZATION TEAM

IMPORTANCE TO OUR CHURCH: Some of the most difficult challenges facing a new member of a church are learning of all the opportunities for service and growth, and becoming acquainted with the other members. The people of the Lay Mobilization Team will help the new members become a part of the total life of the church.

JOB DESCRIPTION: The Lay Mobilization Team will help new members to become a full part of the life of the church by introducing them to groups and individuals in our church and to service opportunities.

LOCATION: A team member will carry out the functions of this job at home and at church.

TIME FRAME: Two or three months of special attention should enable a new member to begin to feel like a part of our church.

SKILLS TO BE USED/DEVELOPED: Relational skills and a general knowledge of our programs and membership will be used in this ministry.

NUMBER OF VOLUNTEERS: We need 12 volunteers.

BENEFIT FOR THE VOLUNTEER: You will become better acquainted with some of our members and activities while at the same time gaining the satisfaction of helping new members become a full part of the life of our church.

TRAINING/CONTACT PERSON: Lay Mobilization Coordinator

STONE SOUP

IMPORTANCE TO OUR CHURCH: Stone Soup is an outreach project conducted by United Methodist Churches of the Little Rock area which seeks to help feed the hungry. Each Sunday a hot meal is served to 100-150 people through this ministry. Asbury will benefit from the direct contact of members with some of the truly needy as the volunteers lead us into greater levels of caring.

LOCATION: Quapaw Quarter United Methodist Church, 1601 S. Louisiana Street.

JOB DESCRIPTION: Workers are needed to help prepare a hot meal, serve, and clean up on Sunday afternoon.

TIME FRAME: Workers are needed at Quapaw on the 4th Sunday of even months (February, April, June, August, October, and December) beginning at 1:30 p.m. and finishing by 4:00 p.m.

SKILLS TO BE USED/DEVELOPED: While preparation of a meal is involved, one need not be an experienced cook to help. A desire to help others have a good meal is needed.

NUMBER OF VOLUNTEERS: 10-14 volunteers are needed in even months. You may volunteer for one or more Sundays.

BENEFIT FOR THE VOLUNTEER: This is an opportunity for you to know that you are helping to meet some of the physical as well as social needs of our community at a very basic level. You will have a chance to relate to people from a different economic background.

TRAINING/CONTACT PERSON: Stone Soup Coordinator

PRISON MINISTRY

IMPORTANCE TO OUR CHURCH: The prison ministry is an outreach project to residents of the Central Arkansas Community Correction Center. These men are non-violent, first-time offenders, many of whom have never been exposed to Christian teachings or discipleship. This ministry is worked in conjunction with volunteers from both Asbury UMC and Pulaski Heights UMC. The residents receive a Bible lesson taught by teachers from Pulaski Heights and Asbury. Asbury's prison band plays for the residents on the fourth Sunday of each month. The prison ministry provides a special meal in December at the Christmas service along with a small gift bag for each resident. We occasionally serve refreshments after the Bible study. Upon a resident's release, Asbury provides clothes to those residents who are in need.

LOCATION: Department of Community Correction, 4823 W. 7th Street, Little Rock.

JOB DESCRIPTION: Meet with the residents in a small-group setting twice a month after the bible lesson to answer questions or just visit with them on any topic or problem with which they may be struggling. Often the volunteer just listens to the residents. These sessions are 30 minutes long. The volunteer may occasionally help serve refreshments to the residents. Each volunteer is asked to attend as many Sunday nights as he or she can.

TIME FRAME: The first and fourth Sunday nights each month from 7:00 to 8:30 p.m.

SKILLS TO BE USED/DEVELOPED: Inter-personal relationship skills will be used in this ministry.

NUMBER OF VOLUNTEERS: Unlimited

BENEFIT FOR THE VOLUNTEER: This is an opportunity for you to know that you are reaching out to people who have made serious mistakes and whom much of society has chosen to ignore. Many of these residents truly want to change their lives and want to know Jesus Christ for the first time. You will have the opportunity to encourage and help the resident change his life.

TRAINING/CONTACT PERSON: Prison Ministry Leader

GOOD SAMARITAN CLOSET

IMPORTANCE TO OUR CHURCH: The Good Samaritan Closet is an outreach project for victims of a natural disaster. Asbury maintains a room containing personal care and cleaning items someone might need in the event their home has been damaged or destroyed. Having items already on hand allows Asbury to be one of the first responders after a natural disaster.

JOB DESCRIPTION: Help is needed to sort and store donated items. We occasionally need assistance in transporting the items to a designated collection point, such as the Rice Depot.

TIME FRAME: The time frame is dependent on when natural disasters occur and when the district conference asks for help.

SKILLS TO BE USED/DEVELOPED: Skills to be developed are organizational skills to keep the closet maintained.

NUMBER OF VOLUNTEERS: 4-6 volunteers are needed.

BENEFIT FOR THE VOLUNTEER: Volunteers will feel a sense of satisfaction that they have reached out to assist people who have experienced a devastating loss.

TRAINING/CONTACT PERSON: Associate Pastor-Pastoral Care

UNITED METHODIST WOMEN

IMPORTANCE TO OUR CHURCH: The organized unit of United Methodist Women (UMW) is a community of women whose purpose is to know God and experience freedom as whole persons through Jesus Christ. UMW is important to Asbury in that we expand concepts of missions by our participation in local and global ministries. We focus on ministries that support women and children. Through our UMW, Asbury United Methodist Church touches lives all over the world.

JOB DESCRIPTION: A willingness to help others is all that is required in UMW. People are needed to do a wide range of tasks. Members can participate at whatever level they feel comfortable. Examples include but are not limited to:

- Attending Circle meetings where members will experience spiritual growth through study and fellowship.
- Help put together emergency aid packages when needed such as flood buckets, disaster kits, etc.
- Offer financial aid to support missions locally and around the world.
- Volunteer time at various UMW supported projects throughout the year such as Camp Aldersgate and Rice Depot.
- Fund raising through our annual Bake Sale to support our mission work.
- Write letters/cards of support to missionaries around the world.
- Participate in the UMW sponsored reading program.

TIME FRAME: There are three UMW Circles that meet at Asbury.

The Mary Circle meets the 2nd Monday of the month in the Church Parlor at 10:30 a.m. The Ruth Circle meets January and February the 2nd Monday and from March through December on the 3rd Monday of the month in the large Conference room downstairs at 12:00 p.m. The Rebekah Circle meets the 1st Thursday of the month in the Church Parlor at 6:30 p.m.

SKILLS TO BE USED/DEVELOPED: Members will develop their skill of sharing the love of Jesus Christ through helping others.

NUMBER OF VOLUNTEERS: There is no limit to the number of volunteers.

BENEFIT FOR THE VOLUNTEER: This is an opportunity for women to make a difference in the world (and have fun and fellowship at the same time). We know that no matter how small it may seem we all combine our efforts to make a significant difference in the lives of women and children the world over.

TRAINING/CONTACT PERSON: Asbury UMW President

RED CROSS BLOOD DRIVE COORDINATOR

IMPORTANCE TO OUR CHURCH: The Gospel calls us to account for our use of the gifts God has given us. One of our most precious gifts is our own life's blood. The Blood Drive gives us the opportunity to share of ourselves in a unique way and increase the available blood supply for our community.

JOB DESCRIPTION:

- Coordinate and schedule the drive with the Red Cross Administrator.
- Place drive on the church calendar.
- Advertise the drive by submitting articles in the Circuit Writer and worship bulletins.
- Hang Red Cross-provided posters and display brochures throughout the church building.

TIME FRAME: The Red Cross will come to our church on Sunday morning to take blood donations two times a year.

SKILLS TO BE USED/DEVELOPED: The desire to share of oneself for the increased physical health of another will be strengthened through this program.

NUMBER OF VOLUNTEERS: We need 2 volunteers for each Red Cross blood drive.

BENEFIT FOR THE VOLUNTEER: Helping others in giving the "gift of life."

TRAINING/CONTACT PERSON: Service Work Area Chairman

ASBURY LITERACY AND TUTORING PROGRAM

IMPORTANCE TO OUR CHURCH: God has not only called us to minister to those who are a part of our church but to be agents of grace in the world. One way to become a mission oriented disciple is to be a part of Asbury's Literacy program at Dunbar Elementary School.

JOB DESCRIPTION: Help children who are at a disadvantage learn vital and basic skills such as reading and mathematics so they can flourish in society and life.

TIME FRAME: Every week there is tutoring Monday-Thursday from 4-6p.m. Furthermore, for those who do not work during the day or may be retired, there is opportunity during the day to help kids with their reading skills. There are "pull-out" sessions for children during the school day to help those who need extra attention in specific areas. Contact the Coordinator for more information.

SKILLS TO BE USED/DEVELOPED: Communications, compassion, educational, nurturing.

NUMBER OF VOLUNTEERS: We need 15+ volunteers.

BENEFIT FOR THE VOLUNTEER: Not only will you help change children's lives who are at a disadvantage due to socio-economic circumstances and victims of vicious social cycles, you will also experience how they will change you! God's Spirit will work upon you and even through you to be an agent of God's compassion and generosity by breaking these cycles.

TRAINING/CONTACT PERSON: Asbury Literacy and Tutoring Coordinator

FIELD TRIP VAN DRIVER

IMPORTANCE TO OUR CHURCH: Traveling and exploring is a fine opportunity to expose children, youth, and adults to new and different experiences in the context of a caring, Christian fellowship. Providing van transportation to church-related events encourages participation and enhances fellowship.

JOB DESCRIPTION: You will drive our church van for the field trip coordinator. While at the destination you will be able to enjoy the outing as a group member.

TIME FRAME: One-day trips are scheduled randomly throughout the year. You would be on call and drive according to your availability.

SKILLS TO BE USED/DEVELOPED: You will develop your relational skills with a variety of ages. Drivers must be between 24 and 70 years of age and have a good driving record. A commercial license is not required.

NUMBER OF VOLUNTEERS: We need 4 to ensure availability so no one will be over burdened.

BENEFIT FOR THE VOLUNTEER: You will enjoy sharing new experiences with children, youth, or adults.

TRAINING/CONTACT PERSON: Program Director

WORK DAY AT THE CHURCH VOLUNTEER

IMPORTANCE TO OUR CHURCH: Work days will enable lay people to work together to improve the appearance of the church building and property.

JOB DESCRIPTION: The work day volunteer will be involved in various areas as needed.

TIME FRAME: Half-day to full-day of work, not more than 2 times during the year.

SKILLS TO BE USED/DEVELOPED: The ability to do general cleaning chores, as well as clean-up/fix-up type work.

NUMBER OF VOLUNTEERS: We need an unlimited number of volunteers.

BENEFIT FOR THE VOLUNTEER: Good fellowship times, as well as the enjoyment of seeing our church building take on a new shine.

TRAINING/CONTACT PERSON: Church Administrator

VISUAL ARTS VOLUNTEER

IMPORTANCE TO OUR CHURCH: Use of your talents to give an artistic touch to work and to illuminate our surroundings.

JOB DESCRIPTION: Your individual talents will be challenged. We need those who enjoy calligraphy, caricature art, designing bulletin boards, posters, and banners. If you like crafts this is a group you will enjoy.

TIME FRAME: Will be project-driven as needs arise.

SKILLS TO BE USED/DEVELOPED: You are already blessed with these skills and they can be further developed through this important volunteer position.

NUMBER OF VOLUNTEERS: 4 volunteers are needed.

BENEFIT FOR THE VOLUNTEER: The church's programs and ministry will be enhanced by your work.

TRAINING/CONTACT PERSON: Church Administrator

ASBURY BEAUTIFICATION COMMITTEE

IMPORTANCE TO OUR CHURCH: To keep the plants, trees, shrubs, and flowers on our church property attractive. To use your God-given talents to beautify the outside of our church building.

JOB DESCRIPTION: Oversee the care and upkeep of plantings on the church property. Add to or replace plants on the church grounds.

TIME FRAME: Several hours a month depending on the time of year. As long as you enjoy this volunteer position there is no time limit.

SKILLS TO BE USED/DEVELOPED: Some knowledge of the beauty of growing things in God's great out-of-doors.

NUMBER OF VOLUNTEERS: Many volunteers are needed.

BENEFIT FOR THE VOLUNTEER: You have an excellent opportunity to share your gardening skills for the benefit of our church membership and the west Little Rock community.

TRAINING/CONTACT PERSON: Asbury Beautification Committee Chairperson

THE CARPENTERS

IMPORTANCE TO OUR CHURCH: Use of your “building and carpentry” talents to keep tables, cabinets, etc. in good repair to be used by our membership. Occasionally design and build articles to enhance the programs of the church.

JOB DESCRIPTION: You will be challenged according to the individual talents you bring to this committee. Needed are those who know how to repair, build, and create. If you enjoy this craft, this is the group for you.

TIME FRAME: Very flexible. You will be informed of church needs when they arise. You will need to discuss and decide who can handle each need or to whom it can be referred and by what date it will be completed.

SKILLS TO BE USED/DEVELOPED: Whatever level of carpentry skills you have would be useful to each project.

NUMBER OF VOLUNTEERS: We need 4 volunteers.

BENEFIT FOR THE VOLUNTEER: Use your creative skills to increase the church’s activities and ministries.

TRAINING/CONTACT PERSON: Church Administrator

CHILDREN'S MINISTRIES

"Let the little children come unto me. And do not hinder them for the kingdom of heaven belongs to such as these." Matthew 19:14

CHILDREN'S BIBLE BOOT CAMP LEADERS

IMPORTANCE TO OUR CHURCH: Offering children in the 3rd and 4th grades a fun environment in which to learn how to better use their Bible, increasing the chances that children will use their Bible on a daily basis.

JOB DESCRIPTION: You will provide leadership for an overnight event that focuses on how to use your Bible and is filled with fun, games, food and spiritual focus. You may be asked to drive a group of children to camp location.

TIME FRAME: One Friday night overnight commitment in September.

SKILLS TO BE USED/DEVELOPED: Skills in teaching, leading games, and relating to children in grades 3 and 4 will be helpful.

NUMBER OF VOLUNTEERS: 1 volunteer per each 6 children attending. Drivers will need a valid driver's license and insurance.

TRAINING AND SUPPORT: A training and planning session will be offered in the summer.

BENEFIT FOR THE VOLUNTEER: You will enjoy spending quality time away with our elementary children, watching them discover new Bible usage skills. Watching discovery happen is worth every minute!

TRAINING/CONTACT PERSON: Children's Minister

CHILDREN'S HOLIDAY EVENTS TEAM

IMPORTANCE TO OUR CHURCH: Offering families the opportunity to get together for holiday fun or other special events increases the family atmosphere in our church.

JOB DESCRIPTION: You will serve on a team with other adults who like to plan and execute special events. The church currently offers Easter egg hunts and Christmas' Cookies & Milk with Saint Nicholas and Bethlehem Town, but your imagination is your playing field.

TIME FRAME: A one year commitment is desired to maintain continuity between the two events.

SKILLS TO BE USED/DEVELOPED: Skills in organization, leadership, recruitment, training adults/youth, and communicating with parents will be helpful.

NUMBER OF VOLUNTEERS: 4 team members per year are needed

TRAINING AND SUPPORT: Training and support will be offered two times per year, with meetings as often as desired by the group.

BENEFIT FOR THE VOLUNTEER: You will gain the joy and satisfaction of seeing families come together in holiday fellowship and church fun!

TRAINING/CONTACT PERSON: Children's Minister

CHILDREN'S RESOURCE COORDINATOR/ SHOPPER

IMPORTANCE TO OUR CHURCH: By maintaining an organized and accessible area in which to store teaching supplies and visual teaching aids, we provide quality resources for our teachers and remain good stewards of our church finances by reusing and recycling materials as often as possible.

JOB DESCRIPTION: You will work with the children's staff to maintain two storage areas of teaching supplies that are easily accessible to teachers. Gathering needed supplies, preparing order lists, taking inventory, and budget minded shopping will be needed to make sure we maintain a well stocked resource room within our budget.

TIME FRAME: A one year commitment beginning in January.

SKILLS TO BE USED/DEVELOPED: Skills in organization, inventory taking, and budget minded shopping are needed. An ability to understand the teaching needs of adult and youth teachers is a plus.

NUMBER OF VOLUNTEERS: 1-2 adult volunteers are needed.

TRAINING AND SUPPORT: Orientation/ training session will be offered annually, with additional support provided as often as needed.

BENEFIT FOR THE VOLUNTEER: You will earn satisfaction by helping our children's teaching staff to be cost efficient and have quality materials on hand and easy to find, which in turn will enhance our children's connection to God.

TRAINING/CONTACT PERSON: Children's Minister

CHILDREN'S WEEKNIGHT MINISTRIES

IMPORTANCE TO OUR CHURCH: Providing a mid week opportunity to connect with the church and with Jesus is important in keeping God foremost in the minds of our families.

JOB DESCRIPTION:

- Bible Program teachers teach traditional classes with storytelling, crafts, and games to children ages 3 through 4th grade.
- Kingdom Feet teachers teach liturgical dance to children ages 4 through 4th grades.
- EDGE leaders lead an offsite weekly adventure with 5th and 6th graders that focuses on dinner fellowship, mission work and discovering God's purpose in their preteen lives. This program is connectional in nature and often meets with other United Methodist Churches in our area and meets at the same time period, but for a longer time frame, starting in September and continuing through May.

TIME FRAME: One session in fall and in spring. Approximate 12 week commitment per session on Wednesday evenings from 6:00 – 7:30 p.m.

SKILLS TO BE USED/DEVELOPED: You will develop skills in communicating and relating with children while teaching life application lessons that link the Bible to each child's daily life.

NUMBER OF VOLUNTEERS:

- Bible Program Teachers – 2-4 per Wednesday evening
- Kingdom Feet Teachers – 2 per Wednesday evening
- EDGE Leaders – 2 per Wednesday evening. Must be able to drive the church van and have a current driver's license and insurance.

BENEFIT FOR THE VOLUNTEER: You will become fulfilled as you help children make deeper Christian friendships with other children and by watching them discover how they can link the Bible messages to their daily lives.

TRAINING/CONTACT PERSON: Children's Minister

EARLY CHILDHOOD TEACHER

IMPORTANCE TO OUR CHURCH: We nurture young children in the faith as we live our Christian lives before them. Our United Methodist curriculum **ROCK SOLID** leads children to connect Bible truths with life experiences. Bible stories are selected from both the Old and New Testaments, emphasizing God's love and care.

JOB DESCRIPTION: You will work with another person as a team in an age level class of preschool or kindergarten age children.

TIME FRAME: A one year commitment is desirable in order to achieve continuity within the Sunday school setting. Those available for shorter periods of time will be matched with long term teachers when possible.

SKILLS TO BE USED/DEVELOPED: You will develop skills in teaching, storytelling, and relating to young children in groups as well as individually. For those with younger children or desiring to have children, this is an excellent way to gain parenting skills.

NUMBER OF VOLUNTEERS: Each Sunday 6 teachers are needed to staff classrooms from 9:30 – 10:30 a.m.

TRAINING AND SUPPORT: Training is provided yearly and quarterly teacher meeting options are available. The Early Childhood Team Leader can suggest additional materials to enhance your classroom, help with planning, and assist with any problems.

BENEFIT FOR THE VOLUNTEER: Enjoy nurturing preschool and kindergarten age children in their first experiences of church and Christian Education.

TRAINING/CONTACT PERSON: Children's Minister

ELEMENTARY TEACHER

IMPORTANCE TO OUR CHURCH: Elementary boys and girls need the leadership of Christian adults who will guide them as they grow in their understanding of themselves, God, Jesus, the Bible, the church and its mission.

JOB DESCRIPTION: You will work with a team teacher in teaching a class of children from grade one through grade four one hour each Sunday. Preparation will take from one to three hours per month, as you will teach the same lesson weekly to a different grade level of children.

TIME FRAME: The time commitment is nine months (September through May) on Sunday mornings from 9:30 – 10:30 a.m. Summer Sunday school teachers are needed who will commit their service for three months during the same time frame.

SKILLS TO BE USED/DEVELOPED: You will develop teaching, listening, and communication skills.

NUMBER OF VOLUNTEERS: 8 teachers during school year/ 6 teachers during summer

TRAINING AND SUPPORT: Training is provided yearly and quarterly teacher meeting options are available on the first Sunday of each month. The Mighty River Team Leader can suggest additional materials to enhance your classroom, help with planning, and assist with any problems.

BENEFIT FOR THE VOLUNTEER: You will grow in your knowledge of the Bible and receive the satisfaction of knowing that you have helped children grow in their faith. Teaching will also give parents opportunities to work with children of another age level and gain additional skills in parenting.

TRAINING/CONTACT PERSON: Children's Minister

JESUS ROCKS SPORTS & FITNESS CAMP

IMPORTANCE TO OUR CHURCH: Providing a summer sports experience for children is important in creating a greater community awareness of Asbury's excellent Christian education for children and upholding our congregational belief in self-care.

JOB DESCRIPTION:

- Activity Leaders will lead a sports activity for one or more evenings.
- Team Coaches will escort the same group of age level children from activity to activity for 4 nights in a row.
- Dinner Crew will prepare and serve an evening meal for all campers and staff for 4 nights in a row.
- Registration Crew will register and maintain a first aid station for campers for 4 nights in a row.
- Youth Helpers will assist in a variety of ways.
- Director will recruit, plan for and oversee all above job descriptions, and begin the planning process in mid winter.

TIME FRAME: A 1 to 4 evening commitment in the summer, depending on your role.

SKILLS TO BE USED/DEVELOPED: You will develop skills in team work, teaching and relating to children age kindergarten through the 5th grade. You will have the opportunity to mentor youth helpers by serving as a Christian role model.

NUMBER OF VOLUNTEERS:

- Activity Leaders – 4-8 each evening
- Team Coaches – 8 each evening
- Dinner Crew – 3-4 each evening
- Registration Crew – 2 each evening
- Youth Helpers – 12+ each evening
- Director – 1

BENEFIT FOR THE VOLUNTEER: You will gain the satisfaction of helping the church reach out and connect with children in our community in a fun and healthy way, while affirming your faith through teaching and modeling the great love that Jesus has for each child you come in contact with.

TRAINING/CONTACT PERSON: Children's Minister

KIDS' CLUB WORSHIP HELPERS

IMPORTANCE TO OUR CHURCH: By offering a weekly worship experience planned for the age level of a child, we help our children understand why and how we worship God regularly and with great passion.

JOB DESCRIPTION: You will provide supervision and or mentoring during Kids' Club Worship during Sunday worship hours. You will assist the Kids' Worship Leader in a variety of ways such as serving snacks, setting up small group supplies, running our media system, supervising children, leading small groups or mentoring youth LINK helpers.

TIME FRAME: A one year Sunday commitment beginning in January.

SKILLS TO BE USED/DEVELOPED: Skills in teaching, mentoring preteen youth, and relating to children are an asset. Media skills are a bonus, but not required.

NUMBER OF VOLUNTEERS: 2 adult volunteers are needed during each worship hour.

TRAINING AND SUPPORT: A training session will be offered annually, with additional support provided as often as needed.

BENEFIT FOR THE VOLUNTEER: While sharing your time with children in worship, you will feel a sense of renewal in your own Christian faith and worship desires.

TRAINING/CONTACT PERSON: Children's Minister

LINK (PRETEEN LEADERSHIP DEVELOPMENT)

IMPORTANCE TO OUR CHURCH: By training and mentoring preteens who are interested in working with children to teach and lead small groups, we reinforce their understanding of Bible knowledge and create potential youth leaders for the future of the church.

JOB DESCRIPTION: Accepted applicants in grades 5 through 8 will work supervised by adult staff in our Kids' Club Worship and other children's programs to develop skills in teaching children, to use developmentally appropriate classroom management skills, to lead small groups in Bible activities, and to explore their own desires for church leadership.

TIME FRAME: A one year commitment beginning in August. The number choosing to serve will determine your monthly schedule.

SKILLS TO BE USED/DEVELOPED: The ability to relate well to adults and children, enjoy providing children their needs, possess the ability to be coached, and have the habit of being on time and reliable.

NUMBER OF VOLUNTEERS: 12+ per year are desired, with 2-8 needed for each worship service.

TRAINING AND SUPPORT: Applications, interviews, orientation, and training will be offered annually in July - August, with additional training and mentoring provided as often as needed. Occasional fellowship and holiday events will be offered throughout the year to help preteens bond as a young lay staff.

BENEFIT FOR THE VOLUNTEER: As you enter your teen years, you will have grown deeper in your faith, developed more confidence in your abilities, and become assured that you have what it takes to be a leader in your church.

TRAINING/CONTACT PERSON: Children's Minister

NURSERY COUNCIL

IMPORTANCE TO OUR CHURCH: A well equipped, safe, attractive, and clean nursery which has a faithful attentive staff is a tremendous asset to our church. Often young parents choose a church home based on their satisfaction with the infant and toddler settings.

JOB DESCRIPTION: A team of parents and interested adults who work with the church staff to maintain rooms of high visual appeal, cleanliness, high safety standards and that can offer excellence in child care.

TIME FRAME: For consistency, the term will run for one year beginning in September. Meetings will be called as frequently as necessary at times convenient to its members.

SKILLS TO BE USED/DEVELOPED: One needs the ability to work in harmony with others to get a job done. Decorator skills and creativity are helpful, as well as knowledge of childcare setting requirements.

NUMBER OF VOLUNTEERS: We need 5 volunteers.

BENEFIT FOR THE VOLUNTEER: You will receive the satisfaction of knowing you have helped parents develop trust in our nursery facilities and our child care.

TRAINING/CONTACT PERSON: Children's Minister

NURSERY HOME VISITOR

IMPORTANCE TO OUR CHURCH: The church celebrates the birth of infants into our church family. We want to make a personal expression of this joy to the new parents.

JOB DESCRIPTION: You will visit the home of a new infant during the first few weeks after the hospital stay. You will take along a Nursery Brochure and be prepared to answer questions about our church nursery and how to contact the clergy to arrange baptism.

TIME FRAME: A one year commitment beginning in January is desirable. Visits will be approximately 20-30 minutes. The number of visits made would depend upon the number of births. Visiting times will be flexible and fit into your schedule and that of the new parents.

SKILLS TO BE USED/DEVELOPED: You will use your relational skills and ability to share the joy of the birth of a new baby.

NUMBER OF VOLUNTEERS: 1 volunteer is needed.

BENEFIT FOR THE VOLUNTEER: You will enjoy sharing in new experiences and know that you have helped establish a bond between families and our church.

TRAINING/CONTACT PERSON: Children's Minister

CHILDREN'S SUMMER WEEKNIGHTS

IMPORTANCE TO OUR CHURCH: By offering children in grades 4 – 6 a weekly summer weeknight opportunity to spend time together, we enhance the probability that regular attendance will continue through the school year.

JOB DESCRIPTION: Summer weeknight leaders will lead a variety of on and offsite weekly adventures with 4th – 6th graders. Activities will consist of getting to know one another, serving others, playing together, and upper elementary faith development.

TIME FRAME: A 3 month summer commitment to serve weekly on Wednesday night session from 6:00 – 7:30 p.m. Summer Weeknights does not meet during children's camp weeks.

SKILLS TO BE USED/DEVELOPED: You will develop skills in communicating and relating with preteen children in grades 4 – 6, while role modeling the qualities of a caring Christian adult.

NUMBER OF VOLUNTEERS: 2 adults per week must be able to drive church van and have a valid driver's license and insurance.

TRAINING AND SUPPORT: Training and planning assistance will be given in late spring, with weekly support as needed.

BENEFIT FOR THE VOLUNTEER: You will gain the joy and satisfaction of making a difference in the lives of preteen children and helping them learn how to prepare for their teenage years with a Godly focus.

TRAINING/CONTACT PERSON: Children's Minister

VACATION BIBLE CAMP

IMPORTANCE TO OUR CHURCH: Providing a themed summer Bible Camp for children each Sunday morning during the summer months is a great way to enhance excellence in our summer teaching. Many people visit new churches in the summer and we want to offer the best we can offer in months where attendance is affected by summer vacations and school holidays.

JOB DESCRIPTION:

- Early childhood teachers will teach VBS to preschoolers in a self-contained classroom on summer Sundays from 9:45 – 10:30 a.m.
- Elementary small group leaders will escort children in grades 1 - 4 from activity to activity on summer Sundays from 9:45 – 10:30 a.m.
- Activity leaders will lead weekly storytelling, crafts, games, science or music on a rotating basis.
- Registration crew will register and welcome people to our program each Sunday morning from 9:30 – 9:45 a.m.
- Director will recruit, plan for, and oversee all above job descriptions and begin the planning process in early spring.

TIME FRAME: A 10 week summer commitment from 9:30 – 10:30 a.m.

SKILLS TO BE USED/DEVELOPED: You will develop skills in team work, teaching and relating to children preschool through the 4th grade.

NUMBER OF VOLUNTEERS:

- Early childhood teachers – 2 per Sunday
- Elementary small group leaders – 4 per Sunday
- Activity leaders – 4 per Sunday
- Registration crew – 1 per Sunday
- Director – 1

BENEFIT FOR THE VOLUNTEER: You will enjoy helping children grow deeper in their faith in a fun way and welcoming visiting children into our church in an environment that is exciting and interactive.

TRAINING/CONTACT PERSON: Children's Minister

CHILDREN'S CHECK-IN ATTENDANT

IMPORTANCE TO OUR CHURCH: Providing a quick and easy check-in system and information area for parents gives added confidence that their children will be secure and well cared for.

JOB DESCRIPTION: Operate a computerized check in system for children at one of two locations. Welcome and communicate with parents needed information about children's class location, registration, offering and upcoming events. Operate the RiverMarket store at the Mighty River Dock one time monthly.

TIME FRAME: A school year and a summer commitment, to allow time for getting to know families.

SKILLS TO BE USED/DEVELOPED: Extreme hospitality and simple computer skills are needed.

NUMBER OF VOLUNTEERS: We need 1-2 volunteers weekly.

TRAINING AND SUPPORT: Orientation and training are provided upon sign up.

BENEFIT FOR THE VOLUNTEER: The satisfaction of seeing the smiles on the faces of parents when we take seriously the responsibility of having their child in our care.

TRAINING/CONTACT PERSON: Children's Minister

VACATION BIBLE SCHOOL

IMPORTANCE TO OUR CHURCH: Providing an intensive Christian education experience where children worship, learn and play together can be exciting and rewarding.

JOB DESCRIPTION:

- **Younger Children:** You will plan and work on a team of two for a class of 3 yr. olds or 4 yr. olds.
- **Market Place:** You will set up a “shop” in the gym and teach the children trades that were used in Palestine in 29 B.C.
- **Support Team:** You will serve refreshments, lead music, lead recreation or be the storytellers.

TIME FRAME: VBS is a 5-day, 8:30-11:30 a.m. commitment in the summer (generally in June) with pre-planning among members of the teaching staff beginning in the spring.

SKILLS TO BE USED/DEVELOPED: You will develop skills in teaching, supervising crafts, storytelling, and relating to children and adults.

NUMBER OF VOLUNTEERS: We need 25 volunteers.

BENEFIT FOR THE VOLUNTEER: Sharing and being in the Marketplace is a fun experience. Seeing children enjoy themselves while they grow in their faith is a special treat.

TRAINING/CONTACT PERSON: Children’s Minister

CHILDREN'S SUPPLY/ AUDIO VISUAL LIBRARIAN

IMPORTANCE TO OUR CHURCH: Our church is blessed with many fine supplies and visual teaching aids. In order for those resources to be effectively used, they need to be kept in an orderly and accessible system. We can provide better Christian education for our children and be better stewards for our church resources if we have materials properly organized and catalogued.

JOB DESCRIPTION: These volunteers will provide assistance to leaders in children's ministries by keeping the supplies and visual aids in order resulting in a well developed program.

TIME FRAME: This is a one year commitment for approximately ½ day per quarter.

SKILLS TO BE USED/DEVELOPED: You will develop your organizational and communications skills and the ability to work with others.

NUMBER OF VOLUNTEERS: We need 3 volunteers.

BENEFIT FOR THE VOLUNTEER: Help the teachers' staff of the children's department by maintaining their teaching materials.

TRAINING/CONTACT PERSON: Children's Minister

CUB SCOUT PACK 24 LEADERS

IMPORTANCE TO OUR CHURCH: To provide a ministry that reaches church families and community through the organization that develops character building for young boys ages 6-11 or 1st -5th grades. This active ministry brings together the values of scouting and our duty to God. We play an active part in reaching others in our community that do not have a church home and helping them become a part of our church family. Asbury has held our charter for this Pack for the past 44years.

JOB DESCRIPTION: This is a job for anyone over the age of 21 who has a desire to make a difference in a boy's life. We have openings all year for committee members, mentors, volunteers, trained leaders or someone just wanting to be a part of this special ministry. Your career, hobby or special skills will serve as a starting place. We have many opportunities available for you to become involved.

TIME FRAME: Pack 24 meets Tuesday nights at Asbury from 7:00 -8:00 p.m. during the school year. We do however have a few outings in the summer to maintain the fun and fellowship of scouting.

SKILLS TO BE USED/DEVELOPED: Pack 24 makes available all avenues of training to become a successful leader. However, your hobby, career and special interests play an important part in offering our boys help on many levels. You do not have to become a leader to make a difference; we will find a place for you to use your talents.

NUMBER OF VOLUNTEERS: We do not have a limit on volunteers or available areas where you can serve. We maintain "2-deep leadership" in all areas, whether it's an organized meeting, outing or fun activities. Anyone who would like to become part of a young man's development can serve.

BENEFIT FOR THE VOLUNTEER: This is an opportunity for you to help shape lives of young boys through the skills, values and character building lessons taught through this organization. You will have a chance to relate to people from all ethnic and economic backgrounds.

TRAINING AND SUPPORT: Adult training is available through our local council several times a year as well as in-house training. A monthly Roundtable meeting is offered to give more information on events and Scouting skills but it is not required.

TRAINING/CONTACT PERSON: Den Parent

EVANGELISM

"Therefore go and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything I have commanded you. And surely I am with you always, to the very end of the age." Matthew 28:19-20

HOSPITALITY TEAM

IMPORTANCE TO OUR CHURCH: Hospitality has long been a way of showing our Christian values. To welcome the stranger in our midst is a Biblical notion found within the Old Testament and continuing through the Gospels. The Hospitality Team continues this vital ministry of welcoming and embracing the guest who enters the church.

JOB DESCRIPTION: The Hospitality team seeks to welcome guests through phone conversations, friendship building, preparing food for membership classes, and/or helping at the welcome desk. These tasks will help usher newcomers into the life and ministry of our church.

TIME FRAME: 2 hours a month

SKILLS TO BE USED/DEVELOPED: Relationship building, cooking, and communication's skills will be utilized.

NUMBER OF VOLUNTEERS: Unlimited

BENEFIT FOR THE VOLUNTEER: People who serve in this capacity will gain the benefit of walking alongside those who have just entered into the community of faith. They will see individuals' lives transformed and become connected with the ministry of Asbury.

TRAINING/CONTACT PERSON: Associate Pastor of Discipleship

VISIT PROSPECTIVE MEMBERS

IMPORTANCE TO OUR CHURCH: To help gain new members for our church through friendly visits from lay persons.

JOB DESCRIPTION: To make calls on prospective members, most of whom have visited our church or otherwise shown an interest in our church. The caller will provide information about Asbury United Methodist Church, become acquainted with the prospect and family, and extend an invitation to join the church.

TIME FRAME: Once a month – meet at the church, discuss prospects, receive assignments and join fellow members in a time of prayer. Visits can be made that evening or during the next seven days. Callers will be asked to fill out a card providing information on the visit and return it to the church.

SKILLS TO BE USED/DEVELOPED: Use your natural friendliness and interest in people and in the church. Good listening skills are important. At times a caller will need to share his/her faith experience, but should do so in the most natural manner possible.

NUMBER OF VOLUNTEERS: We need 16 volunteers.

BENEFIT FOR THE VOLUNTEER: The thrill of helping the church grow, as well as sharing the story of your church and its faith with others.

TRAINING/CONTACT PERSON: Associate Pastor of Discipleship

BREAD MINISTRY

IMPORTANCE TO OUR CHURCH: People seeking a church home constantly grace the doors of Asbury United Methodist Church. Our hope is to extend to them the hospitality and grace of our Lord. Through a simple loaf of bread after a first time guest has visited helps to provide such outreaching and encompassing love.

JOB DESCRIPTION: You could expect to add an address label to the bread and get it ready to send to 1st time guests that visit on Sundays. Once labeled, the bread servant for the day sets out the bread at the appropriate locations for it to be delivered by volunteer-members of the congregation. A card is filled out with the guest's information and then filed.

TIME FRAME: Typically one serves for a month at a time. During the Contemporary Worship Service, the bread person labels the loaves of bread to be delivered (Approx. 20 mins).

SKILLS TO BE USED/DEVELOPED: Writing and reading skills are all that's needed.

NUMBER OF VOLUNTEERS: We need at least 12 (one per month) volunteers.

BENEFIT FOR THE VOLUNTEER: While this ministry is not very visible, one could expect the satisfaction of knowing God's love is being extended to those who are searching for the Lord.

TRAINING/CONTACT PERSON: Bread Ministry Coordinator

SERVANT EVANGELISM

IMPORTANCE TO OUR CHURCH: Our mission is to make more and better disciples of Jesus Christ. Servant Evangelism is about showing the love of God to others in practical ways. We believe that doing small things with love directed by the Holy Spirit can lead others to a relationship with Jesus. Servant Evangelism wins the heart which makes the mind more open to the things of God.

JOB DESCRIPTION: The job description varies. It could be meeting at a park to give away free popsicles or giving runners and cyclists free bottles of water. It could involve a gas buy at a convenience store or washing cars for free. Absolutely free! No donations accepted. In every case, however, along with the act of evangelism, a person receives a connection card inviting them to experience even more grace at the hands of God through the people of Asbury United Methodist Church.

TIME FRAME: This depends upon the event itself and how many of them you want to participate in.

SKILLS TO BE USED/DEVELOPED: Relationship skills, interpersonal communications, and recruitment skills will be strengthened.

NUMBER OF VOLUNTEERS: Unlimited

BENEFIT FOR THE VOLUNTEER: You'll have an opportunity to spread the good word about Asbury United Methodist Church and all we have to offer our community.

TRAINING/CONTACT PERSON: Evangelism Work Area Co-Chairman

PRAYER WALKING WITH JESUS

IMPORTANCE TO OUR CHURCH: Christ followers are called by Jesus to make new disciples. Prayer walking lays the “footwork” for God to work in the lives of others. One of the key initiatives of Asbury UMC is to expand the influence and ministry of prayer. Prayer walking definitely does that by taking the gospel to the street through our feet.

JOB DESCRIPTION: Prayer walking is as simple as it seems. Periodically the evangelism ministry may ask the church to walk and pray for a particular area of our city or it could be a call to walk your own neighborhood asking God to spiritually awaken those who need Christ and if it’s God’s will to send them to Asbury to grow in their faith walk.

- We need someone to coordinate this ministry.
- We need someone to market and publicize the prayer walks.
- And we need people who would be willing to pray and walk at least once a year.

TIME FRAME: Usually 30 minutes to an hour each time you choose to participate.

SKILLS TO BE USED/DEVELOPED: Organizational and leadership skills are a must as well as the ability to guide and direct others.

NUMBER OF VOLUNTEERS: Unlimited

BENEFIT FOR THE VOLUNTEER: You will gain a peaceful, spiritual presence in self.

TRAINING/CONTACT PERSON: Evangelism Work Area Co-Chairman

UPWARD BASKETBALL LEADERS (K-5th Grade)

IMPORTANCE TO OUR CHURCH: Upward Basketball enables the people of Asbury UMC to make new and better disciples of Jesus Christ. The goal is to use the sport of basketball to reach out to the children of our community and to use the games and schedule as a tool to surround them with the love of God. It also helps make better disciples who share their faith and become better and more devoted disciples of Jesus.

JOB DESCRIPTION: There are many opportunities to be involved in this evangelistic effort. This is definitely a team sport when it comes to everyone working together in every role to bring someone to Christ.

People are needed for the following roles:

- Score keeper and game clock
- Coaches
- Concession stand
- Setting up the facilities every Saturday morning
- Returning the facilities to their pre-game day condition.
- Sharing of a devotional during half time of the games
- Referees
- Coordinators for the entire ministry
- Marketing and publicity
- Following up on families that participate and inviting them to experience God and the ministries of our church.

TIME FRAME: Usually fall and winter.

SKILLS TO BE USED/DEVELOPED: Organizational, relational, parenting, spiritual, and guiding and directing skills are just some that you will use.

NUMBER OF VOLUNTEERS: Unlimited

BENEFIT FOR THE VOLUNTEER: You'll gain the joy of working with children and sharing the love of Christ with God's children.

TRAINING/CONTACT PERSON: Evangelism Work Area Co-Chairman

DOOR HANGERS

IMPORTANCE TO OUR CHURCH: Jesus said, “Go into all the world and make disciples...” One of the ways a disciple can fulfill Jesus’ command is through this ministry. You might encourage someone to attend Asbury to hear the Gospel and feel something speak to them. They may then get involved in a ministry and come to place their faith in Jesus.

JOB DESCRIPTION: Coordinating scheduled activities during the spring, summer and fall and having door hangers designed or purchased for each event. Recruiting individuals willing to walk an assigned area hanging flyers on the door handles of homes without knocking or ringing the bell.

TIME FRAME: 60 minutes or less per event

SKILLS TO BE USED/DEVELOPED: Hospitality, evangelism, and communication’s skills will be developed.

NUMBER OF VOLUNTEERS: We need 10 volunteers.

BENEFIT FOR THE VOLUNTEER: You will meet other people within the community and discover your gifts of evangelism.

TRAINING/CONTACT PERSON: Evangelism Work Area Co-Chairman

ASBURY AMBASSADORS

IMPORTANCE TO OUR CHURCH: Studies have revealed that when people are experiencing trouble, transition or tension in their lives, they are most open to the work of God. The Asbury Ambassadors ministry targets those who are in transition associated with moving into a new home. This can mean they are experiencing a change in work, career or family atmosphere. Asbury Ambassadors let them know our church cares and would like to have the opportunity to help them in any way we can.

JOB DESCRIPTION: Team members gather together on a week day evening for a light supper, prayer, and assignments. They then “go into the world” to welcome newcomers in our community. These are short door step visits. Each person or team will have some information to share with our new neighbor. They will be invited to visit Asbury for worship services and asked to call upon us if we can answer any questions about the community, God or our church.

TIME FRAME: 90 minutes a month.

SKILLS TO BE USED/DEVELOPED: You will use your communication, generosity, and hospitality skills.

NUMBER OF VOLUNTEERS: Unlimited

BENEFIT FOR THE VOLUNTEER: You will meet new people by expressing God’s outreaching love to those who are in the midst of transition.

TRAINING/CONTACT PERSON: Asbury Ambassadors Coordinator



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