

# PLYMOUTH COVENANT CHURCH SERVE CATALOG

## Areas of Ministry

**(L)** Leadership Level means that you will have to meet with the pastoral champion before starting the volunteer position and must be over 18 years of age.

**(S)** This volunteer position requires a certain skill set and will require a certain amount of training

**(T)** Will require prior training

**(E)** Everyone is able to volunteer for this ministry and needs no prior training

### **Adult Ministries – Pastor Bob Leinberger**

#### **Small Groups:**

- Small group leaders (L): The primary goal of the small group leader is to build a conversational environment where adults can experience intimacy with God and transparency with one another. The small group leader should be developing their own walk with Jesus, might not always have all the answers, but quick to refer to scripture for the truth.

#### **Marriage Ministry:**

Marriage Ministry has multiple sub ministries and many opportunities to volunteer.

- Re|Engage small group leaders (L): The small group leaders help facilitate the discussion groups. You must have done a full session of Re|Engage to be a group leader and understand the core values of the ministry.
- Marriage Matters events planning team: Team members help plan fun events throughout the year for married couples to engage with one another and other couples from the church.
- Marriage Matters events volunteers: Event volunteers help the night/day of the event with set up, if necessary, welcoming people and handing out information etc.

#### **Alpha – Pastor Aaron Felty**

Alpha is a regular ministry that runs for 8 weeks at a time and needs volunteers for the following areas:

- Small group discussion leaders (L): These group leaders are in charge of leading a topical discussion after viewing a teaching video. They are not supposed to dominate the conversation, but facilitate a group discussion where others search for answers to the questions.
- Set-up and food prep: Every Alpha session starts with a meal. This will need to be prepared and served. The room will have to be set up accordingly.

#### **Congregational Care – Pastor Dan Johnson**

This ministry area is largely for people with the gift of helps. It's a very practical and hands on way of serving and blessing others.

- Meals Ministry: The church office co-ordinates with Karen Johnson (contact) and a team of volunteers to have meals prepared for anyone who is in need (sick, new baby, etc.)
- Visitation: Contact Pastor Sanjeev to coordinate visits with shut-ins or in hospital
- Driving ministry: offer rides to people who need to get to doctor's appointments, or even to church and don't have a car, or aren't able to drive for a certain period of time
- Moving ministry: This team of volunteers helps people move, by transporting furniture and other belongings. People with large vehicles and strong backs are highly appreciated here. ☺ - Contact Pastor Dan
- Funerals: reception set up and servers – Contact Tina Hanscome

- Financial Peace

### **First Impressions – Laura Anderson**

Serving in the area of First Impressions is a wonderful way to bless people with something as simple as a smile and “Welcome to Plymouth Covenant”! The following serving opportunities fall under this ministry category:

- Greeter: A greeter is the first person people see when they walk in the door for services. Their role is to welcome everyone with a smile and help direct to children’s ministry areas or the HUB where they can get their questions answered.
- Hospitality: The Hospitality team is tasked with making sure the physical environment of the church is ready and welcoming before services and events. Volunteers decorate different areas of the church, help with food and event preparation and sign ups.
- HUB: HUB volunteers offer a friendly face, directional information, volunteer and event sign-ups and help with any other inquiries.
- Coffee/Café team (T): Those serving coffee and hosting in the Turtle Lake Café receive training in running the coffee shop. Volunteer responsibilities include making and setting out everything needed for coffee and water, making specialty drinks, as well as cleaning up the kitchen, tables and other furniture at the end of services.
- Usher: Ushers serve the vital role of greeting guests and regular attenders as they enter the sanctuary or Refinery for weekend church services and hand out the weekly bulletin. These ushers also assist in making sure that there is available seating for guests and those without seats by maximizing seating per row, and if necessary asking those already seated to move toward the center.

### **Facility / Administration – Betty Ouellette**

This very practical area of service allows for the seamless flow of ministry and is a great behind the scenes support.

- Laundry: Pick up miscellaneous laundry from church every 2-3 weeks, wash at home, and bring back to church.
- Utility Team: This team helps set up and break down for various church events throughout the year as well as baptism pool.
- Kitchen Cleaning: Clean kitchen with a team of volunteers every 6-8 weeks. General kitchen cleaning, clean ovens as well as in /under large appliances. (Both main kitchen and Garage kitchen)
- PIC (T) (person in charge for kitchen): Someone who has been trained to oversee cooking and the use of kitchen appliances.
- Communion Prep: Occasionally oversee purchase and preparation of communion elements (bread and juice). Make sure the elements are ready for weekend services, and that serving trays and other components are cleaned up after the conclusion of services.
- Mailings: Help stuff, label and stamp mailings to congregation
- Organization: Under the supervision of the office administration, periodic organizational projects may be available such as cleaning + organizing closets and offices. This may also include shredding, filing, and recycling out of date materials.

### **Women’s Ministry – Darlene Leinberger**

- Women’s Bible Study small group leader: These volunteers work with smaller groups of women to go deeper on the topic of the Bible study and facilitate conversation with the help of study questions. Small groups meet for a set term at a variety of times in the church.
- Bible Study Leadership (L): Develop and deliver Bible studies to other women. Women may use established studies, or may develop their own under leadership from staff. These classes are offered during the day/and or evening, as well as for special events and conferences. These classes provide opportunity for discipleship as well as an opportunity for community with other women who are going through or who have successfully walked through similar life experiences.
- Women’s Events:

- Set UP/Clean UP Team
- Catering
- Decorating team
- AV team
- Event sign in/registration
- IF table leaders: In partnership with the ministry “IF:Gathering,” these leaders facilitate table discussions with the goal of increasing community between the women attending. These leaders may also host a monthly meal in their homes for a small group of women assigned to them. Topics are assigned, but are only to get conversation going.
- MOPS/MOM NEXT: MOPS, aimed at mothers with young children, gives opportunity for a variety of ways to serve.
  - MOPS table leaders (L)
  - Mentor (T)
  - Meal preparation
  - Running sound (T)
  - Decorating team

### **Men’s Ministry – Pastor Randy Stensgard**

- Events team: Volunteers assist in planning and executing men’s events (i.e. Meat Fest, RMRI)
- Small group / break-out leaders: Volunteers regularly lead small groups of men, directing them in study, prayer, and building community. This role is a periodic one, and leaders can be in charge for a set amount of time.
- Bible study facilitator: The Men’s Ministry offers a Friday morning Bible study at church. This study relies on a facilitator who is given the task of asking insightful open-ended questions and leading the discussion and prayer.
- Marked Men For Christ: This dynamic ministry is a weekend retreat experience that takes place periodically outside of the church. Volunteers are needed to fulfill specific roles for this event.

### **Cross Cultural Ministry – Pastor Sanjeev Bhonsle**

- Badminton: Plymouth Covenant hosts badminton on Sundays (3-6pm) and Mondays (6-9pm). This ministry offers badminton mainly for the South Asian community in the area near PCC. Volunteers are needed to set up the courts, chat with people, build relationships (mostly non-Christians) and clear up afterwards.
- International Night: Every second Friday of the month we host a community-building event that needs volunteers to come and mingle with first generation immigrants with the goal to make connections and talk about spiritual topics.

### **Connection Service – Pastor Sanjeev Bhonsle**

Our Connection Service is Sundays at 10:30 a.m. in the Refinery and has been a wonderful, more intimate setting of worship for those who enjoy singing hymns. There are many ways to be a blessing to this congregation.

- Monthly luncheon: The Connection meets every 3. Sunday of the month after service for lunch. This requires set up, meal prep (ordering food or catering and setting it up) and clean up.
- Weekly coffee prep: Volunteer comes half an hour before service to make coffee and set up all the utensils etc.
- Greeter: The greeter gives everyone coming to the Connection Service a warm welcome
- Usher: Usher helps with handing out bulletins, taking up the offering and taking attendance
- Communion prep: Monthly set up of the communion elements
- Computer Tech: The Connection service shows a recorded sermon from the 9:00 a.m. service in the sanctuary and requires a tech person to start the video and run the sermon slides.

### **Senior's Ministry – Pastor Sanjeev Bhonsle**

- Bi-Monthly Senior's Get-together: Seniors (60+) meet bi-monthly on the 4. Wednesday of the month for a fun get-together. These events need volunteers to help set up, make coffee, etc. (If event is in the church).

### **Worship Ministry – Pastor Pav Dimitrov**

- Worship team: If you have experience in playing an instrument or singing, Pastor Pav holds regular auditions to determine where and in which capacity you can get involved in the worship ministry.
- Lighting tech (T): Volunteers run stage and house lights in the sanctuary during weekend services. General understanding of theater lighting helpful.
- Media Team (T): Run Pro-Presenter and Powerpoint during weekend services and special events. Volunteers ideally serve in a regular rotation (every 4-6 weeks). Those who will fit well in this position will be computer savvy and able to learn new computer programs quickly, if not already known.
- Stage Design/Creative Arts Team: This team is devoted to brainstorming and producing stage designs that enhance the worship experience. Stage designs are produced in keeping with holidays, sermon series, and seasons. Volunteers who would excel in this position include those with a background in theater, interior design, carpentry and building skills, as well as artists.
- Prayer Ministry:
  - o Serve on the “prayer tree” as a prayer partner. Pray for special needs that arise in the life of the congregation and of individuals. (Contact Betty Ouellette)
  - o Sign up to serve in a monthly rotation as part of the prayer team after weekend services and church wide events (Contact Sonja Hettinga)

### **Young Adult Ministry – Joe Lomando:**

- Greeter: This volunteer would be from the Young Adults ministry. Their responsibility would be to greet the young adults who come to the “Bridge” on Thursday nights and especially make any newcomers feel welcome.
- Snack/Coffee Host: Volunteers help with organizing snacks, set up and making coffee for Bridge on Thursday nights.

### **Local Missions – Charlene Williams**

Plymouth Covenant partners with a group of local organizations in their efforts to provide ministry to people in PCC's community. Members are encouraged to visit the Local Missions page of the church website for specific information on each ministry and to find project related sign ups.

- Families Moving Forward: Families Moving Forward is an interfaith social service organization that provides emergency shelter to homeless families. As a host church, Plymouth Covenant Church provides overnight shelter in our building and volunteers from our congregation create a welcoming atmosphere for four families at a time.
  - o Prepare private sleeping rooms for each family
  - o Prepare and serve meals
  - o Fellowship with the families (activities, games etc.)
  - o Children, teens, adults, families, and small groups are all welcome to serve.
- Together For Good: Together For Good is a network of volunteers and professional staff who come alongside parents who have nowhere else to turn when facing a crisis or life stressors.
  - o Host families welcome children into their homes temporarily, allowing parents time and space to heal, regroup and regain stability for their family.
  - o Provide respite care for the host family (take the child for a weekend)
  - o Relational ministry by connecting with the moms
  - o Practical support by providing meals, clothing, and transportation.

- Robbinsdale Womens Center: Robbinsdale Women's Center provides FREE and confidential advice and services when you face an unplanned pregnancy. The Center focuses on helping women make a healthy, informed and livable choice. At our center, women will encounter a nonjudgemental, supportive, compassionate environment in which to explore all your options.
  - Prayer Ministry Coordinator: Facilitate Robbinsdale Women's Center's prayer ministry by helping others recognize that prayer is essential to the life of the ministry. Time Commitment: Approximately 1 hr/week. Specific Hours: Flexible. Able to volunteer from home.
  - Receptionist: Be the welcoming face our patients will see and hear when calling or coming into the center. Compassionately greeting patients and answering phone calls. Time Commitment: As needed. This position is on an on-call basis in the case of an absent staff receptionist. Primary needs would be Thursdays or Saturday mornings. Specific Hours: Thurs 9am – 4pm, Sat 9am – 1pm
  - Baby Boutique Assistant: Help in our Baby Boutique by sorting, pricing, and organizing incoming donations that will be given to expecting mothers and fathers. Maintain record of inventor and assist parents with shopping and spending their Mommy Money/Daddy Dollars. Time Commitment: At least once a month; we request a commitment of at least 12 months. Specific Hours: Flexible during RWC hours of operation.
  
- Treehouse: The TreeHouse mission is to reach every at-risk teen so they are loved, feel hope and realize life transformation. To accomplish this vision we seek to fulfill our mission to bring living hope to hurting youth and families leading to life transformation.
  - Going Deeper Program Assistant Plymouth: This individual invests directly in the lives of teens by acting in a support role for the crazy games, funny skits, relevant media, and inspirational teaching that make up Thursday's Going Deeper program. You'll have a front row seat to witness how this positive environment builds healthy relationships with God, self, and others. A one year commitment recommended to build relationships with teens. **Time Commitment** – Thursdays, **Specific Hours** – 6:30 – 8:30 pm
  - Support Group Program Assistant Plymouth: Invest directly in the lives of teens facing life's challenges during Support Group programs. Teens benefit from hearing from other teens facing similar trials and receive support and encouragement from their peers and small group leaders. A one year commitment recommended to build relationships with teens. **Time Commitment** – Tuesdays - **Specific Hours** – 6:30 – 8:30 pm
  - Snacks for Teens Plymouth: bring snacks to PCC for TreeHouse for 25-35 teens before evening program on Thursday nights. Ideal service opportunity for families or small groups! Time Commitment: Thursday, Specific Hours: 5:15 - 7:15 pm
  
- Minnesota Adult & Teen Challenge: MN Adult & Teen Challenge offers short- and long-term programs that assist teens and adults who want to free themselves from chemical addictions and other life-controlling problems.
  - Volunteers are needed to mentor a long-term client through their 2-year program. This could be anything from taking them out to eat, shopping, a movie, or just a heart-to-heart conversation with someone who will listen and care. (2x month)
  
- Interfaith Outreach: Interfaith Outreach Community Partners (IOCP) engages the heart and will of our community to respond to emergency needs and create opportunities for all to thrive.
  - Resale Select: Accept and sort incoming clothing, shoes, accessories and household items. Hang and size clothing in preparation for merchandise pricing.
  - Resale Select Cashier: Welcome guests to our store, ring up transactions and answer customer questions.
  - Food shelf: Grocery Pack for Seniors: Pack groceries for seniors and people with disabilities who participate in our home delivery program. (All ages)

- Loaves & Fishes: Volunteers help prepare meals, set up and clean up before and after meals, welcome the guests who come to eat and serve the meals.

### **Global Missions – Missions Commission (Dick Pritchard)**

- Bread Bagging: Panera Bread donates fresh bread and baked goods every Thursday and Friday that needs to be split up into smaller amounts and bagged.
- Panera Bread Pick-up: Pick up bread from Panera at 9:00 p.m. on Thursdays or Fridays on a rotating basis
- The Big Sale: Help organize our all-church rummage sale held every summer. Help with pricing, set-up, take down, check out, etc.

### **High School Student Ministry – Pastor Craig Sanborn**

- Wednesday Night Small Group Leader: This position requires a one school year commitment, every Wednesday with the goal of serving for three years with the same students. Plans a small group outing 3 times a year for group. Attends a leader training once per month and helps with events as available.
- Wednesday Night Snack Coordinator: This role serves snacks to students on Wednesday night meetings. The person in this role comes at 8:00 p.m. to set up snacks and stays to serve the snacks. This person also manages the online snack sign up.
- Saturday Bible Study Leaders: The Saturday Bible Study utilizes occasional adult leaders, as well as volunteers for relationship and community building with high school students.

### **Middle School Student Ministry – Pastor Annie Larson**

This ministry serves students in 6<sup>th</sup>-8<sup>th</sup> grades. Background checks required.

- Confirmation Mentors: This person comes alongside a student to encourage, challenge and support throughout the confirmation class. Checks in regularly, prays and meets personally with student monthly for 18 months. This role is often chosen by the family of the student but is supported as a volunteer in church and in the student ministry.
- Confirmation Table Leaders: These volunteers would mainly be high school juniors and seniors. This role is devoted to investing in students for a year and leading discussions at the 8 classes throughout the year. The people in this role also attend the Confirmation Retreat.
- Confirmation Parent Supervisor: The Confirmation Parent Supervisor recruits and manages Signup Genius and send emails to parents who are helping lead table discussions each week at confirmation. It would be an additional blessing to have someone who is equipped to disciple parents or creates a curriculum for parents whose kids are in confirmation.
- Sunday Morning Crash Crew: Volunteers in this role make a one school year commitment, meeting every Sunday morning at 9:00 a.m. This is an opportunity to invest in the group of students, lead discussions and teach a lesson once during the year.
- Wednesday Night Small Group Leader: This position requires a one school year commitment, every Wednesday with the goal of serving for three years with the same students. Plans a small group outing 3 times a year for group. Attends a leader training once per month and helps with events as available.
- Wednesday Night Snack Coordinator: This role serves snacks to students on Wednesday night meetings. The person in this role comes at 8:00 p.m. to set up snacks and stays to serve the snacks. This person also manages the online snack sign up.
- Training Night Supervision: Student Ministry is looking for someone to coordinate or come themselves to help monitor students after Impact while all the leaders go to a training. One time per month from approx. 8:15-8:45 p.m., or until all the students have left.
- Training Night Treats: Volunteer will either bring or help coordinate parents to bring treats to bless our leaders at their monthly trainings that are from 8:15-9:15 p.m.

## **Family and Children's Ministry – Pastor Sara Sosa & Char Peterson:**

Children's Ministry serves the children of Plymouth Covenant from birth through 5<sup>th</sup> grade. This ministry provides nursery and children's programming during weekend services, Wednesday evening programming, summer camps, parental support, manages baby and child dedication and baptisms, and provides for other special events for children and families.

Children's Ministry has specific requirements for screening and training due to working with minors. To volunteer with Children's Ministry, please see Children's Ministry Volunteer Coordinator, Rachel Taylor.

- Weekend Volunteers:
  - o Classroom: Each classroom (breakdown of age groups like with Awana Together below) needs an adult leader and a variety of assistants who may be adults or older youth.
  - o Check-in (T): Volunteers can also serve at the check in desks, helping families feel welcomed and confident in the care their children will receive, answering questions for new and established families and assisting them with the technical side of the check in process.
- Wednesday Awana Together Volunteers: During the school year Awana Together takes place on Wednesday evenings. A wide variety of volunteer roles are necessary for this ministry to function. These roles generally require a commitment for a semester or for the whole school year during which Awana runs. Others may be available on a monthly or occasional basis.
  - o Nursery (0-1 year olds): Volunteers help provide a safe, loving and fun place for the youngest children during Wednesday night ministries
  - o Puggles (2 year olds): People in this role care for and play with the two year olds and join the Cubbies (preschool-aged group) for lesson time. This role helps to bridge the gap between nursery and preschool level of learning as these children grow and mature.
  - o Cubbies (Preschool):
    - Storyteller: This role centers on caring for preschoolers in engaging ways. The beginning curriculum is provided for the teaching components of this role. Volunteers are to bring their creative skills to the delivery of this curriculum to engage the younger students.
    - Assistants: Volunteers assist preschoolers in a variety of ways, including crafts, games, puppets and story times.
  - o Sparks and T&T (K-5<sup>th</sup> grade):
    - Check-in: Volunteers will greet families at a foyer table as they arrive, check kids in and give them points for attending that night. This role is suitable for a family attending Awana.
    - Game Leaders: This team takes turns planning games and assisting with running the games during gym time each week.
    - Craft Leaders: Those on this team assist students with a project during craft time. Those working in this role can be given a prepared craft, or may plan their own craft ideas if they wish to take on that responsibility.
  - o Worship Leaders: Help to plan, rehearse, and perform the family worship time for Awana.
  - o Listener: Some students elect to memorize verses from Scripture as a component of Awana. Volunteers give them their time to listen to kids who have memorized verses each week during handbook time at church.
  - o Secretary: This role helps with the administrative end of PCC's Awana Together ministry. This position includes helping with check-ins, awards and tracking points for kids on Awana Store nights.
- One time events: Among a variety of other events, Jubilee, Christmas Events, Easter Events, and Day Camp require volunteers. The roles for these vary by the event and last for a limited time frame.
- Event Planning: The planning team helps plan and execute ideas for individual events. This team requires periodic meetings prior to events as well as participating on the day of the event. This group also helps with evaluation of the success of the event and gives input for the next event of the same sort.
- Administration: Individuals in this role help with printing, copying, cutting and other administrative tasks for events. This sort of role can give more flexibility as some of these functions can be done at home on a volunteer selected day and with children present.

- Decorating/Set Design: This team of volunteers uses their creative skills to decorate for the individual events. Group members stay on budget, plan thematic decorations, and do the actual decorating.
- Set Up and Take Down: This team of volunteers works to prepare prior to events and takes down decorations and other materials from an event. Timely work is vital as facilities may be necessary for use by other church ministries shortly after or before events, and volunteers and staff need to be available for work elsewhere after the conclusion of the event.

**The Extension – Pastor Aaron Felty**

The Extension is Plymouth Covenant's church plant in the Plymouth area. While Extensions attendees lead many of the weekly volunteer roles, there are regular events and activities where those who attend Plymouth Covenant's main campus can participate and serve.