


Reedsburg United Methodist Church

Servant Catalog



**Don't hesitate
to be enthusiastic—
be on fire in the Spirit
as you serve the Lord!
Romans 12:11**

Servant Catalog

10/2021

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RUMC Servant Catalog

Our Mission

To build a Christian community where we become deeply committed followers of the Lord Jesus Christ, who know God with our heads, love God with our hearts, and serve God with our hands.

What does it mean to be a servant?

Serving is not what we do, it is who we are. As we mature in faith, followers of Jesus listen for God-authored heart-tugs that lead us to serve according to our unique strengths, gifts and passions.

How do I use this catalog?

As you look through the servant catalog, ask for guidance from the Lord. The servant listings include the mission, description, and qualifications for each role. If you have questions, please contact the RUMC office to be put in touch with the contact person for that role.

In accordance with Safe Sanctuary General Guidelines, “*in all of our ministries with children, youth, and vulnerable adults, this congregation is committed to demonstrating the love of Jesus Christ so that each child, youth and vulnerable adult will be “surrounded by steadfast love...established in the faith and confirmed and strengthened in the way that leads to life eternal.” (Baptismal Covenant II, United Methodist Book of Worship, p.96). Roles with an * will require a background check.*

Signing Up

Once you have decided how you would like to serve (or thought of an entirely new idea to serve that is not listed in this catalog), please complete the “Commitment to Serve” form at the end of the catalog. Additional copies of the form can be found at the Welcome Center or RUMC office. Please return your completed form to the RUMC office.

What Happens After I Turn In My Form?

After you turn in your “Commitment to Serve” form, you will be contacted by a ministry leader who will share more details about serving and answer your questions about training and how to get started! If you have a new ministry idea, someone will be in contact with you to help clarify what you feel led to do and give you the support you need to make it happen.

Hospitality/Food

Food Ministries Service for Outreach Events

Mission: To nourish our members and guests in mind, body and soul. Sharing God's love with food and fellowship.

Description: This team creates a welcoming environment preparing and serving meals for outreach events.

Qualifications: Must enjoy preparing or serving food, connecting with others and keeping our kitchen and fellowship areas tidy.

When: There are many opportunities to serve in this area such as all-church potlucks and meals, youth group dinners, and funeral luncheons.

Where: This ministry occurs mainly at RUMC, but opportunities exist for cooks and bakers to prepare food at home!

Child Care

Mission: Support and encourage families as they develop and grow in their identity in Christ and faith in God.

Description: Do you have a heart for spending time with children? You can show your love of God by welcoming families with young children into our church community, by caring for and nurturing children during events hosted at the church.

Qualifications: Patience, kindness, creativity and love.*

When: As needed during church events.

Where: In and around our church community.

RUMC Relationship Building

Sunday Morning Coffee

Mission: To create a welcoming environment that encourages fellowship for members and guests.

Description: Do you love to host guests and create an inviting atmosphere for people to connect with others and build community?

Qualifications: Friendly, welcoming, with attention to detail. Willing to learn how to brew coffee and set out treats. This is a perfect opportunity to serve with your family, a friend or spouse.

When: Before and/or after worship Sunday mornings.

Where: RUMC parlor

Small Group Leader

Mission: To create a welcoming environment that encourages fellowship or learning in a small group format focusing on a common topic or activity.

Description: Creating and leading a small group to connect with others and build a stronger faith community. Small groups have unlimited potential and can be based on your interests.

Qualifications: Friendly and welcoming. This is a perfect opportunity to serve with your family, a friend or spouse.*

When: Based on your schedule.

Where: Based on group needs.

Host/Hostess Team

Mission: To enthusiastically enhance worship service and other events through friendly smiles, (hugs and handshakes optional), as you welcome new guests and all attendees to God's house.

Description: Arrive early for worship to pray before guests arrive. Help all guests feel welcome and provide extra care in helping new guests feel at home by chatting, answering questions, and guiding them to where they need to go.

Qualifications: If you have a friendly, energizing personality then this role is for you!

When: 30 minutes before worship or event begins and throughout service or event

Where: RUMC/Event location

Congregational Care Team

Mission: To witness in a ministry of care to one another through acts of love.

Description: Visit our Christian brothers and sisters who are homebound to share with them conversation and prayer.

Qualifications: A compassionate heart, willingness to listen and a readiness to put Christ-like love in action. *

When: Twice a month, time to be arranged.

Where: Individual residence

Spiritual Growth

Sunday school teacher/substitute teacher

Mission: Support and encourage students as they develop and grow in their identity in Christ and faith in God.

Description: Welcome and include all students, creating a safe place for conversation and connection. Teach provided lessons, manage students, facilitate games and discussion.

Qualifications: Love interacting with kids and sharing the teachings of the Bible. *

When: September-May, Sundays, 10:00-11:00 am; June-August, Sundays during worship service

Where: RUMC

Sunday School Music Leader

Mission: Support and encourage students as they develop and grow in their identity in Christ and faith in God through music.

Description: Help students grow in faith by selecting and teaching music during Sunday school.

Qualifications: Love interacting with kids, sharing the teachings of the Bible, and music!!! *

When: September-May, Sundays, 10:00-11:00 am; June-August, Sundays during worship service

Where: RUMC

Child or Youth group leader or assistant

Mission: Support and encourage students as they develop and grow in their identity in Christ and faith in God.

Description: Welcome and include all students, creating a safe place for conversation and connection. Create and/or teach lessons, engage students, facilitate games and discussion.

Qualifications: Love connecting with kids and sharing the teachings of the Bible. *

Where: RUMC

When: Wednesdays, 6-7:30 pm

Vacation Bible School

Mission: To inspire a love for Jesus in the children of our community.

VBS Planner

Description: Help to imagine and create an engaging environment and learning opportunities that help VBS attendees grow in faith. If you are a crafter and/or a party planner this is the role for you.

Qualifications: You must enjoy working with a team to plan and carry out an event for many children. Special skills may include basic craft preparation and decorating. *

VBS Servant

Description: Welcome and include all children, creating a safe place for conversation and connection. Servants may greet participants, take pictures, guide groups of children, teach lessons, share Bible stories, lead music and/or facilitate games and discussion.

Qualifications: Love connecting with kids and sharing the teachings of the Bible. Ages 6th grade and up are welcome to serve. *

VBS Snack Pack

Description: Preparing and serving snacks during VBS week to nourish our VBS students and create a welcoming environment.

Qualifications: Enjoy preparing foods, getting to know and work with new people, and keeping our kitchen and fellowship areas tidy. *

Adult Studies

Mission: Support and encourage our Christian brothers and sisters as they develop and grow in their identity in Christ and faith in God.

Description: Welcome and include all attendees, creating a safe place for conversation and connection. Teach provided lessons and facilitate discussion.

Qualifications: Love spending time in fellowship and sharing the teachings of the Bible.

When: September-May, Sundays, 10:00-11:00 am

Where: RUMC

Mentoring Confirmands or New Members

Mission: Walking with our Christian brothers and sisters as they clarify their identity in Christ and faith in God.

Description: Walk with new members or confirmands as they become members of our congregation. Help to build knowledge of the church and to share your own faith journey.

Qualifications: A willingness to share your faith with those who are developing theirs. The ability to meet regularly with mentees. *

Prayer Angels

Mission: To uplift our RUMC family through prayer sharing God's promise to strengthen and uphold them.

Description: Listening to our church family and supporting all with needed and requested prayers.

Qualifications: A prayerful heart and enthusiasm to pray for others. Able to write a note or email to let others know that you are praying for them.

When: As often as you are able.

Where: Wherever you are comfortable praying.

Worship

Mission: To craft a creative, God centered worship experience which invites church family, unchurched, dechurched and rechurched into a relationship with Jesus Christ and each other, and sends us out better equipped to change the world through mission and service.

Worship Dream Team

Description: Are you a person with big ideas who is enthusiastic to plan worship services that will inspire? Our worship dream team collaborates with the pastor to develop creative, God-centered worship experiences.

Qualifications: Creativity and a willingness to share ideas.

When: Once every 4-6 weeks.

Where: RUMC

Worship Development Team

Description: The Worship Development Team takes the Worship Dream Team's ideas and brings them to life.

Qualifications: A desire to develop inspiring worship services. This team benefits from a variety of skill sets including organizational skills, writing skills, Christian music knowledge, and creativity!

When: As needed throughout the year.

Where: RUMC

Worship Deployment Team

Description: The worship deployment team takes the ideas and plans laid out by the Worship Dream and Development teams and brings them to life. Please see the descriptions and qualifications below.

Lay Servant

Description: Lay servants have a passion to make the Word of God and its power known through word and deed.

Qualifications: A passion for the Lord. Yearly training courses are offered by the WIConference.

When: Varies with interest.

Where: RUMC

Scripture Reader

Description: To make known the Word of the Lord through reading of the Scripture during worship.

Qualifications: A passion for the Word. Have a desire to read scripture with confidence and expression, during worship. Any age, with practice, eligible.

When: During worship services and or by pre-recording for online worship.

Where: RUMC or pre-record from anywhere.

Sanctuary Decorator

Description: Create a beautiful environment for worshipping God in the church sanctuary.

Qualifications: Have a love for sanctuary beauty. Ability to work with others to create an environment that enhances the season and theme of the sermon series.

When: On-going throughout the year, timing can fit into your schedule.

Where: RUMC

Communion Servers

Description: Serves communion elements of bread and juice at the altar.

Qualifications: A desire to participate in the sacrament of Holy Communion. Servers must be able to stand in front of the sanctuary to distribute the elements.

When: During worship services

Where: RUMC

Communion Preparers

Description: Prepare and dismantle the communion items (bread & juice). Ensure the items are placed on the altar prior to service. Properly clean and dispose of items after the service.

Qualifications: A desire to facilitate the sacrament of the Holy Communion. The ability to prepare the items in a sanitary way and dispose of the leftover items responsibly, or learning to do so, while keeping our kitchen and parlor areas clean and tidy..

When: First Saturday and Sunday of the month before communion services.

Where: RUMC

Nursery

Description: You can show your love of God by welcoming families with young children into our church community, by caring for and entertaining children during church service alongside the staff nursery attendant.

Qualifications: Patience, kindness, creativity, love.*

When: 20 minutes before worship and throughout

Where: RUMC Nursery

RUMC Choir

Description: Enhance worship celebrations by leading the congregation in singing songs and hymns from the Spirit.

Qualifications: Passion for singing and/or making music and a heart for serving through worship.

When: Practice on Wednesday evenings. Perform during worship every other Sunday.

Where: RUMC

Special Music Performers

Description: Enhance worship celebrations by sharing your vocal or instrumental talents.

Qualifications: Passion for singing and/or making music and a heart for serving through worship.

When: During worship service. Where: RUMC

Worship AV (audio visual) Team

Description: Provide worship enhancement during service by running the PowerPoint Presentation and operating the audio and video equipment.

Qualifications: Interest in learning how to use church audio visual equipment.

When: During worship service. Training available at your convenience.

Where: RUMC

Computer Guru

Description: Provide technical support as needed for worship and communications.

Qualifications: A servant's heart with computer/technology skills. Problem solving and troubleshooting skills are beneficial.

When: As needed.

Where: May be able to serve by phone or email. At times may need to serve at RUMC.

Worship Videography Team

Description: Craft video footage to bring the Word into homes of those unable to physically attend services.

Qualifications: Enjoy recording video of people, places and events, video editing and running cameras during worship service and church events.

When: During worship service or event and editing according to your schedule.

Where: RUMC and your home.

Communications

Newsletter

Mission: Act as God's eyes and hands to prepare the Newsletter for delivery, ensuring that all are informed of God's love in action within RUMC and with our neighbors outside the walls.

Supporting Editor

Description: Work under the direction of the administrative assistant to proof read, and ensure complete and accurate information.

Qualifications: Strength in written English, including spelling, grammar and punctuation. An eye for layout, formatting and design.

When: Throughout the month at your convenience, in coordination with the Administrative Assistant

Where: Home or occasionally the RUMC office

Delivery Prep Team

Description: Sit down fellowship opportunity for a group of 2-4 people to fold and seal the newsletter, add labels and prepare for timely delivery

Qualifications: Enjoy working with a team to fold and label our newsletter

When: A couple hours monthly, generally Thursday before the last weekend of the month. Where: RUMC

Public Relations

Mission: Informing our Reedsburg neighbors of RUMC programs and events. Engaging them with, and inviting them to share in, the life of the church. Making disciples of Jesus Christ for the transformation of the world.

Description: Communicate local happenings and opportunities at RUMC through various avenues such as (social) media and community groups.

Qualifications: Strong communication skills. Desire to stay abreast of church events and activities, recognizing the value of sharing the life of our church with our neighbors by providing them social, educational, and spiritual connections.

When: A specialized/cooperative approach by team members will allow you to choose the focus and time of your involvement.

Where: Primarily from home by computer and phone.

Announcers

Mission: Inform the RUMC family of programs, events, and servant opportunities. Inviting them to participate and grow in their relationship with each other and deepen their spiritual life.

Description: Speak with church attendees to share details, as well as value of programs, events, and servant opportunities. Promote activities with visual reminders in church and by sharing with social media servants.

Qualifications: Enjoy staying attuned to the life of the church. Possess a Christian mindset to recognize the value of engagement. Speaking skills necessary to clearly promote activities.

When: Timing is flexible. Amount of time needed is dependent on the activity of the church. A specialized/cooperative approach by team members will allow you to choose the focus and time of your involvement.

Where: In the RUMC building, grounds and or off site activities.

Caring Correspondents

Mission: Strengthening attendees' sense of RUMC faith family by recognizing life events; supporting and sharing our love during the highs and lows in their lives.

Description: Create and mail cards or messages to church family to recognize and share RUMC connection, celebration or support.

Qualifications: A love for personal connection with the desire to brighten someone's day with a personal message.

When: At your convenience, prior to required mail date. **Where:** Your home.

Website Manager and Team

Mission: Show our love of God and our neighbor with an inviting and informative website that moves viewers to engage more deeply with our church family and grow their spiritual life.

Description: Keeping the website up to date with informative posts for regular church attendees, and new viewers who may be seeking a relationship with God and a church family. Operating under the direction of the administrative assistant.

Qualifications: Technology skills to post and edit our website. Artistic eye and writing competency to create content.

When: Primarily weekly review, editing and posting at your convenience. In some cases, essential information may need to be posted immediately.

Where: All work can be done from home on your personal computer.

Shutterbug Team

Mission: Capture memories, documenting the work of the Holy Spirit within our church family and community.

Description: Use your photography passion and skills during worship services, special events, as well as the routine industry and happenings of the church.

Qualifications: Experience with still and action photography. Familiarity with camera settings. Able to share images with the church office.

When: Opportunities exist to be a Worship and/ or Special Event Shutterbug, Children & Youth Snapper, or an all around Candid Catcher depending on your availability and interest.

Where: In church, around town, or occasionally other locations for special events.

Social Media Curator & Team

Mission: Provide opportunities through social media outlets to develop a living relationship with God. Share the benefits of faith and invite all to engage in scripture and prayer, connecting with RUMC.

Description: Create invitational, informative posts engaging RUMC Family and public in the life of the church. Post videos and line up hosts for online worship or events. Coordinate closely with team members to keep posts up to date and relevant under the direction of the administrative assistant.

Qualifications: Technical skills and drive to stay abreast of evolving technology. Ability to coordinate with the website manager and portray a unified message across a variety of media. Writing skills and an artistic eye.

When: Daily review, editing and posting at your convenience. Essential information may need to be posted immediately. **Where:** Anywhere with your personal computer.

Hands On Helpers

Office Angels

Mission: Facilitating communication with the church through phone, mailings and personnel connection.

Description: Assist with phone, copy machine, folding bulletins or newsletters under the guidance of the administrative assistant.

Qualification: A desire to help in ministry details. To be a welcoming face and voice of the church during the week.

When: Varies based on need.

Where: RUMC office

Visual Enhancement Team

Mission: Enhancing the worship experience through visuals showing the everyday life and mission of our church.

Description: Create/Prepare visual enhancements such as bulletin boards, banners, and childrens' sermon props for display in our place of worship.

Qualifications: Creative, artistic in design, and a desire to communicate how God is working through us.

When: Varies based on need. Where: Location depends on projects.

Church Mice (Methodists interested in a clean environment)

Mission: Showing a love for God by maintaining a clean and welcoming environment inside and outside of our church building.

Description: Creating a safe, clean, welcoming environment at all times for our church members and guests. This may include tidying common areas, keeping the entrances clear, and event set up/clean up.

Qualifications: Enjoy working with your hands to make the environment look neat and cheerful.

When: Varies based on need.

Where: Church interior and exterior.

God's Tool Box (specialized skills)

Mission: To honor the Lord by maintaining our church as a safe place to connect with God and grow in faith; in times of need sharing those gifts with our community.

Description: Individuals sharing their skills, time, and talents.

Qualifications: Special trade or interest, to complete small work projects through an organized team, in and around our church community. Experience or interest in various building trades, landscaping, sewing etc.

When: Varies based on need.

Where: Varies based on need.

Missions

UMCOR

Mission: Join with the United Methodist Committee on Relief assisting United Methodists to become involved globally in direct ministry to persons in need, loving our neighbor as Jesus commanded.

Description: UMCOR works with vulnerable communities to strengthen self-sufficiency and encourage partnerships. UMCOR responds to U.S. and international disasters, addresses diseases of poverty, ministers to refugees and immigrants, provides clean water and actively works to reduce hunger. <https://www.umcmision.org/umcor>

Qualifications: Varies based on area of impact.

When: Varies based on area of impact. **Where:** Varies based on area of impact.

Reedsburg Food Pantry

Mission: Show our love for God by providing sustenance to our neighbors in need.

Description: There are two ways to be involved in this mission. First, keep those in need in mind while you buy groceries, food donations are always taken at RUMC. Additionally, donations will be occasionally transported from RUMC to the Reedsburg Food Pantry by drivers from our church.

Qualifications: None for food donations. Driver's license and vehicle for servants transporting items to the food pantry.

When: Ongoing through the year. **Where:** RUMC/Reedsburg Food Pantry

Local Missions

Mission: Share our love for God by providing hope to our community and neighbors when we see an area of need.

Description: Lead or serve on a team to bring positive change to our community by addressing needs as they arise. Encourage our church family to share concerns when they see our neighbors or community struggling. Engage with a servant team to develop and carry out a plan to bring positive change.

Qualifications: Varies based on area of impact.

When: Varies based on area of impact. **Where:** Varies based on area of impact.

Growing Generous Givers

Mission: Help people deepen their faith through the spiritual discipline of giving.

Description: Participate in a team to create opportunities to help others grow their spirituality through giving. The team will communicate and promote their ideas to the church.

Qualifications: A generous heart, good communications skills, and a desire to help others grow spiritually through giving.

When: Monthly meeting **Where:** RUMC

Joyful Hands and Hearts (prior UMW)

Mission: Sharing the love of God by providing a variety of services for our church and community.

Description: With prayer and service we support current needs as they arrive including:

- Gather monthly for devotion, planning and fellowship.
- Organize and serve funeral luncheons.
- Fund raise to financially support projects or missions.
 - collect used greeting cards--Birthday, Get Well, Sympathy, etc.--and transforms them into "new" cards.
 - prepare and serve an annual dinner for the Sauk County Retired Educators.

Qualifications: Possess a joyful spirit, an open heart and mind, and a willingness to join with siblings in Christ to serve together.

When: 1:30 pm second Wednesday of each month. **Where:** Church Parlor

Commitment to Serve

Contact Information

Name: _____ Email: _____

Phone: _____

Best time/way to contact: _____

Address: _____

City: _____ Zip Code: _____

Day Job/Profession: _____ Birth Date: _____

How long have you been attending RUMC: _____

Current Ministries

Are you currently serving in a ministry? Yes No

If yes, please list the ministry(s), and if you want to continue serving.

_____ Yes No

_____ Yes No

_____ Yes No

New Ministries

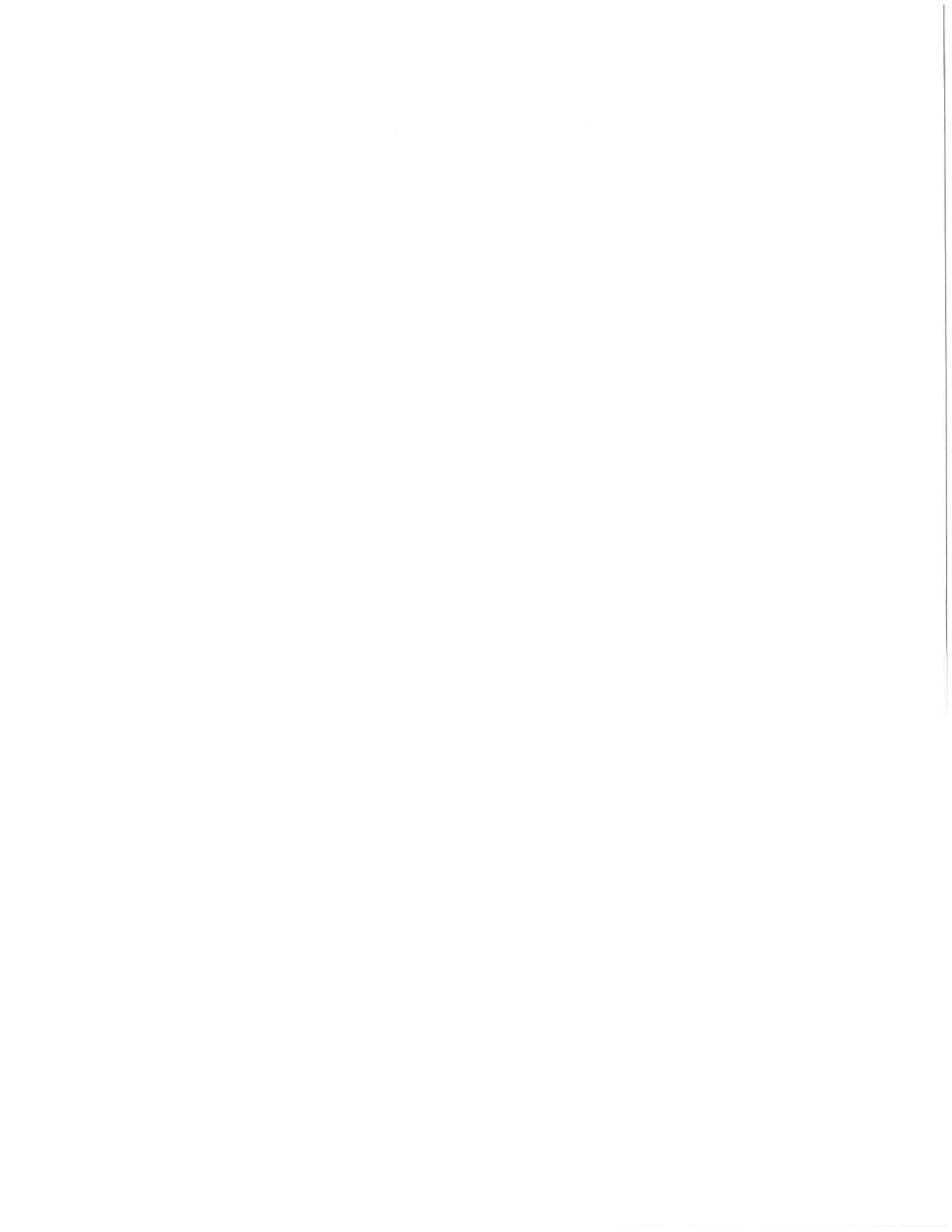
What new serving opportunities are you interested in investigating?

List one from this Servant Catalog, or name your own idea/dream for serving.

Servant Role Interests: _____

Other information we need to know to help serve you better in the next

year _____



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