

VOLUNTEER MINISTRY DIRECTORY

Love God



Love Others



Serve the World



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Staff

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This booklet is divided into three sections for service: Love God, Love Others, and Serve the World.

We encourage you to explore all three!

When you see an area of interest, please contact the staff person responsible.

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This is a working document that will continually be updated.

Serve the World

Position	Time Commitment	Description
Our Redeemer Soup Kitchen Lisa Hellyer	4 hours 2 nd and 4 th Sundays of every month	Our Redeemer Lutheran Church in downtown KC serves a hot meal to the people in their neighborhood who are hungry. They also lead them in worship prior to the meal. We need teams of people who will agree to provide, prepare, and serve a meal. Watch the Lifeline for First Serve opportunities.
MLM Christmas Store Lisa Hellyer	5-8:30pm Thursday, December 8th	Join Lisa Hellyer and others as we lead families around the Christmas store. We will work together to assist families in choosing one gift from the store for each member of their family.
Journey to the Manger Lisa Hellyer	1-2 hours Sunday, December 4 at 12:15pm	Help sort gifts that members bring for our Journey to the Manger event. Gifts will then need to be delivered to MLM and LUMA Christmas Stores.

Love God

Position	Time Commitment	Description
Host Pastor Burt	1 hour weekly	Oversee the recruitment, training and scheduling of Greeters for weekend worship services. Serve as a connector for guests by helping them feel at home and understand the layout of the facility as well as connecting guests to the Pastor and staff.
Greeters Pastor Burt	.5 hours weekly	Warmly welcome people as they enter the building. Provide information about our facility for guests, such as the location of restrooms, coffee bar, nursery, and Sunday School classes. Introduce guests to the Pastor and staff. Encourage guests to provide contact information for follow up connections.
Coffee Bar Pastor Burt	.5-1 hour weekly	Prepare coffee. Be sure to give guests a special cup of coffee. Ideally we need three teams: one to brew and set up, one to keep the coffee percolating and one to clean up.
Ushers Pastor Burt	1.5 hours weekly	Help seat people, hand out programs, handle crowd control, take the offering, guide people up for the Lord's Supper, and provide information about our facility to those who need assistance.
Communion Servers Pastor Burt	1 hour weekly	Assist the Pastor in serving the Lord's Supper.
Communion Set-up/ Clean-up Pastor Burt	1-2 hours weekly	Serve on a rotating team that prepares the bread and wine for the Lord's Supper and cleans up afterward.

Love God

Position	Time Commitment	Description
Worship Team Musician Wisdom Moon	6-8 hours weekly	He or she has a positive attitude and a desire to contribute to the wellness of the team and the goals and expectations of the worship leader and pastor; as well as the ability to perform consistently on tempo and on the correct note.
Worship Team Vocalist Wisdom Moon	6-8 hours weekly	He or she has a positive attitude and a desire to contribute to the wellness of the team and the goals and expectations of the worship leader and pastor; as well as the ability to perform consistently on tempo and on the correct note.
Worship Tech Team Audio Wisdom Moon	6-8 hours weekly	Ability to understand and operate the sound department, as well as the ability to trouble shoot the system. Maintain the direction of the mix and sound level as set forth by the worship leader.
Worship Tech Team Lighting Wisdom Moon	6-8 hours weekly	Ability to understand and operate the lighting system and build new lighting cues as needed. Ability to understand proper timing and transitions needed to create wanted atmosphere.
Worship Tech Team Media Wisdom Moon	6-8 hours weekly	Ability to understand and operate the media tools as well as the ability to trouble shoot the system when needed. The ability to understand proper transitions and timing to create wanted atmosphere.
Sermon PowerPoint Team Pastor Burt	1 hour monthly	Serve on a rotating team. Create PowerPoint for Pastor's sermon. Be aware of what other churches are doing in this area. Resource teammates with new slide ideas that you find and new websites that provides slides for church use. Resource image websites.

Serve the World

Position	Time Commitment	Description
Giant Sale Team Burt Garwood	Whatever hours you can give will be helpful. Every hour given is a blessing	Sorting; pricing; hauling furniture & tables; kitchen cleaning; greeting; assisting with signs; childcare; greeting; donating refreshments; cashiering; and many more tasks
Haiti Missions Team Lisa Hellyer	1 week of service overseas as well as 10-15 hours of pre-trip planning	The Haiti Missions Team is made up of people who desire to participate in a short-term mission experience with our sister congregation in Merotte, Haiti. We run medical clinics, sports camps, children's events, and in general work to build relationships with the people of Haiti.
MLM Food Give Away Lisa Hellyer	4 hours 2nd Saturday morning of every month	MLM, one of our ministry partners sponsors a food giveaway program where several hundred families are served. People line up for blocks to receive various grocery items. Workers are needed to distribute items, help people shop, and to carry groceries to cars or nearby homes. Sign up online at http://www.mlmkc.org/ or watch the Lifeline for times when a Lord of Life team will be serving together.
MLM Breakfast Ministry Lisa Hellyer	4 hours Saturday mornings	Every Saturday morning, MLM sponsors a hot breakfast to feed the homeless and poor of downtown KC. To get involved in this ministry, sign up online at http://www.mlmkc.org/ or watch the Lifeline for times when a Lord of Life team will be serving together.

Serve the World

Position	Time Commitment	Description
Greater Things Leadership Team Lisa Hellyer	6-8 hours monthly	Helps to choose local projects, identifies Project Managers, and assists in all aspects of planning and implementing the Greater Things Event.
Greater Things Project Coordinator Lisa Hellyer	5 hours	Is the key liaison between Lord of Life and the work site. Serves as the primary contact with those working on their team.
Golf Tournament Team Lisa Hellyer	20 hours Seasonal	Help plan, advertise, secure sponsorships, etc. for the golf tournament. The tournament exists to raise funds for the world mission projects Lord of Life is directly involved in.
CSM Team Leader Lisa Hellyer	6-8 hours monthly	Point person for Community Service Ministry. Leads the CSM team in identifying and implementing projects that will help to mobilize the congregation to Serve the World.
CSM Team Member Lisa Hellyer	3-4 hours monthly	Serves on the Community Service Team and is instrumental in leading various projects that help the congregation Serve the World.
CSM Volunteer Lisa Hellyer	Time given is determined by the individual	Volunteers are the key resource needed to carry out the projects identified by the CSM Team. Volunteers may serve a meal at a soup kitchen, distribute groceries to the poor and homeless, help rebuild in an area devastated by a natural disaster, etc.
CSM Project Coordinator Lisa Hellyer	Time given is determined by individuals	Project Managers help lead various projects as identified by the CSM Team, including inspecting the work-site, determining resources needed, and helping to assemble the necessary resources for each task.

Love God

Position	Time Commitment	Description
Sermon Team Pastor Burt	1 hour weekly	Help with gathering illustrations, research content, theme/series planning, and stage design.
Teller Warene Stinemetz	1.5 hours monthly	The responsibility of this team is to make the deposit for the weekly offerings.
Contribution Teller Warene Stinemetz	.5 hours 2 x per month	This individual inputs and posts individual offerings into the church's database each week.
Baptism Banners Pastor Burt	2-4 hours as needed	Create the Baptism banner for those being baptized.
Prayer Team after Worship Services Pastor Burt	.5 hours weekly	Be up front and available to pray with people after worship as they need it.
Facility Care Warene Stinemetz	As needed	This is the "behind the scenes crew". Painting, cleaning, repairing, and building projects are just some of the things to be done around the church. Flexible hours are available to fit your schedule.
Kitchen Care Warene Stinemetz	1-2 hours monthly	Many groups throughout the week use our kitchen. Help organize and keep this space available for others to use.
Landscape Care Warene Stinemetz	Time given is determined by the individual	Curb appeal is our first impression to a visitor or someone driving by. Make Lord of Life shine with God's plants through helping with yard work and landscaping.
Pick-up Janitorial Supplies Warene Stinemetz	1-2 hours Bi-monthly	Picked up "pulled" supplies from Sam's and re-stock our closet.
Re-Stock Kitchen Warene Stinemetz	2 hours monthly	Take inventory of paper products on a monthly basis and re-stock as needed.

Love Others

Position	Time Commitment	Description
Adult Small Group Leader Lisa Hellyer	6–15 hours monthly	Invite others to join you weekly or bi-weekly to grow in your relationships with one another as well as in your relationships with Christ. The small group leader serves as the shepherd of those in their small group.
Adult Small Group Ministry Team Lisa Hellyer	5-8 hours monthly	Help with the strategy and organization of our small group ministry. Serve as coaches to other small group leaders.
Adult Sunday School Class Leaders Pastor Burt	2-4 hours/week 6-8 week sessions	Plan, prepare, and teach Bible courses and Bible based curriculum. Connect with others as a mentor to strengthen and multiply teachers.
Adventure Outpost Leader Tyler Tollefson	1-2 hours monthly	Oversee small group of children monthly. Build relationships with children in your small group. Participate in songs, games and large group lesson. Participate in leadership team training.
Adventure Outpost WELCOME Tyler Tollefson	1-1.5 hours weekly	Greet parents, children and guests at AO entrance. Give handout to parents. Place nametags on children. Guide guests in the Sunday School/AO process. Participate in team environment from 9:10 – 9:40am.
Cradle Roll Tyler Tollefson	2-4 hours monthly	Coordinate regular sending of "Growing in Christ Nursery Roll" packets to families of newborns.

Love Others

Position	Time Commitment	Description
Graduation Event Assistance Susan Jones	6:45-8:30pm 2 x in May	An assistant in the sound booth is needed for this event. Requirements would be operating knowledge of the CD and DVD players. The lighting in the Life Center, monitoring the microphones, and running a video would be part of the evening.
Muffins with Mom Event Assistance Susan Jones	Set up 1-1.5 hours Take down 1-1.5 hours 2 x in May	Set up and take down of tables and chairs. Set up would take place on a Monday. Take down on Wednesday afternoon or Thursday would include vacuuming.
Cookie Dough Fundraiser Susan Jones	10:45am-1pm 1 x in October	Help separate orders in a timely fashion because it is a frozen product.
Scholastic Book Fair Susan Jones	8:30-10:00am, 11:15-12:00pm, 2:15-3:15pm 3-4pm Friday pack up 1 x in April	Cashiers are needed for each day of this week. They will be trained to work an automated cash register, involving receipt of cash, check, or charge, give change, and sack books and items purchased. Remaining books will be packed up on Friday.
Immunization Recorder Susan Jones	10-15 hours In September	After the children's files are complete, all immunizations need to be recorded individually for each individual child. This is a requirement for state records. This is not difficult but time consuming.

Love Others

Position	Time Commitment	Description
Classroom Assistants Susan Jones	2.5 hours On call basis	Duties would be helping the children with crafts, small motor skills, projects, etc. Help keep the room organized and clean, such as sweeping after snack or when needed, emptying trash, cleaning counters, cleaning bathrooms, etc. Stay with children when teacher is occupied with something else.
Door Greeters Susan Jones	8:50-9:40 am 2:25-3:10 pm Choice of day and time	This person is friendly and welcoming, opens the door for those coming in and going out, watches the parking lot for any apparent dangers, and keeps children from going through the doorway without a parent. This would free the director or teacher to be available for other situations.
Craft/Project Preparation Susan Jones	1-3 hours weekly	An individual to organize a craft or project before it is needed. This could require cutting out patterns, die-cutting, laminating, etc.
Donuts with Dad Event Assistance Susan Jones	Set up 1-1.5 hours Take down 1-1.5 hours 2 x in January	Assistance is needed in the set up and take down of tables and chairs. Set up would take place on Monday. Take down on Wednesday afternoon or Thursday would include vacuuming.
Teacher Resource/ Supply Room Susan Jones	1-2 hours monthly	This volunteer would put supplies back in their designated spots. Tubs are labeled with content information.

Love Others

Position	Time Commitment	Description
Children and Jr. High Sunday School Leader Tyler Tollefson	2-3 hours weekly	Oversee small group of children weekly. Plan lesson, execute lesson, participate in opening and build relationships with children. Ages Pre-school - 8 th grade. Attend leaders meetings.
Lyfe Small Group Leader Tyler Tollefson	2-3 hours weekly	Oversee small group of 6th, 7th or 8th grade students on Wednesday nights. Plan small group time. Build relationships. Participate in retreats, lock-ins and mission projects.
Children's Christmas Program Leaders Tyler Tollefson	4+ hours week Oct-Dec 12th	Oversee your specific area of the program (music, parts, props, staging, set-up, or clean-up)
Children's Ministry Audio/Visual Tyler Tollefson	1-2 hours weekly	Point person for A/V in Adventure Outpost. Be trained on how to run sound board, projector, and computer. Be able to teach students how to use equipment.
Children's Sunday School Assistant Tyler Tollefson	1-1.5 hours weekly	Assist Leader. Ages Pre-school - 6 th grade. Encourage students to participate in lesson. Attend leaders meeting.
VBS Superintendents Tyler Tollefson	1 yr commitment 0-1 hrs per week 6 mo before VBS 4+ hrs per week 1 month before VBS	Oversee specific area of VBS and their volunteers. Serve on the VBS Leadership team.
VBS Leaders and Assistants Tyler Tollefson	5 hrs the month before VBS 3 hrs per day during VBS	Oversee your specific area of VBS (pre-school crafts, story time or music).

Love Others

Position	Time Commitment	Description
Sr. High Event Drivers/Leaders Lisa Hellyer	Varies	Build relationships with students as you have opportunity as you drive to or lead youth events.
Sr. High Food/Event Helpers Lisa Hellyer	Varies	Prepare, serve, and clean up food and drinks for youth ministry. No preparation time. Just a willingness to hang out with high school students on occasion.
Sr. High Fundraisers Leaders/Helpers Lisa Hellyer	Varies	Help to plan, organize, staff, etc. one of the fundraisers determined by the parents and students involved in high school ministry.
Sr. High Leaders on Trips Lisa Hellyer	Varies	Help to plan, organize, lead various parts of the particular trip you are attending. Lead small group discussions and serve as a shepherd to a small group of students.
Sr. High Small Group Leader Lisa Hellyer	5-8 hours monthly	Build relationships with high school students through bi-weekly small group sessions as you serve as their primary shepherd.
College Ministry Lisa Hellyer	2-3 hours monthly	Organize the entirety of sending 4-5 care packages to our college students throughout the school year. Recruit parents to participate in this ministry to college students.
Stephen Ministry Pastor Burt	1-2 hours weekly when assigned	Assist the Pastor in providing Christian one-on-one care to those in our congregation and community who are experiencing all kinds of life needs and circumstances. 50 hours of training is required.

Love Others

Position	Time Commitment	Description
Women's Ministry Team Warene Stinemetz	2 hours 1-2 x month	This team is committed to connecting women together through a variety of means so that we can be encouraged, challenged, and strengthened in our desire to grow as women who love the Lord.
Women's Retreat Warene Stinemetz	20-30 hours yearly	An annual retreat is planned by this team. The retreat provides women an opportunity to build relationships, study God's word and relax.
MOPS Team Warene Stinemetz	7-12 hours monthly	Serve the Lord by bringing Jesus to our Community through the mothers of small children. This team plans the bi-weekly event for the year. MOPS is a Christian-based program designed to strengthen and encourage women with children ages newborn to preschool by celebrating motherhood, meeting needs, making connections, and experiencing God's love.
MOPS Mentors Warene Stinemetz	9-11:15am 2 x month	Attend meetings and social events. Greet moms and facilitate meetings. Offer guidance and encouragement to new moms. Be a sounding board. Assist with infants during meetings and in the nursery when needed.
MOPS Caregivers Warene Stinemetz	9-11:15am 2 x month	Watch children during meetings in the nursery. Teach curriculum to 2-4 year olds that has been prepared for you.
Hospital and Homebound Visitation Pastor Burt	Varies, as needed	Assist the Pastor in providing friendship, encouragement and prayer to those who are hospitalized, in assisted living situations or homebound.