



Love God - Love Neighbor - Make Disciples

850 High House Road
Cary, North Carolina 27513
919-467-2128

The mission of Genesis United Methodist Church is to be a church where people are making new beginnings in faith, nurturing others in a place of belonging and purpose, becoming disciples of Jesus Christ and reflecting God's light into the world.

Time and Talent in Ministry for Christ –2004

Please prayerfully consider the following list of current areas of service. Check those in which you wish to serve this year (results from previous surveys are not carried over, so be sure to check all your on-going ministry areas).

Name _____ Phone _____ Date _____

Email address: _____

COMMITTEE MEMBERSHIP *Genesis regularly seeks assistance from members to serve in these areas.*

Contact: Pastor Karen Whitaker

- ___ **Adult Ministries** assist with planning adult ministries and adult education for the church.
- ___ **Children's Ministries** assist with planning children's ministries, including Sunday school and special programs.
- ___ **Communications** assist in the communication ministries of the church, including advertising and website maintenance
- ___ **Evangelism** Church growth – reaching out to the community with the gospel of Christ.
- ___ **Finance:** plans, monitors and reports on Church budget.
- ___ **Audit Committee:** persons with auditing experience needed to audit and review the Church budget.
- ___ **Member Care** handles special events and care of the church members in various ways
- ___ **Missions** The Church in mission is a sign of God's presence in the world. Join us as we serve God by loving our neighbors and making disciples.
- ___ **Trustees:** handles physical and legal issues of church property, including technology maintenance and support. appearance, building maintenance, grounds maintenance, legal, technology (*circle area of interest*)
- ___ **Staff-Parish Relations:** take member concerns to staff, recommend salaries, deal with matters relating to church staff.
- ___ **Stewardship:** assist in keeping before our members the Biblical understanding of giving our prayers, our presence, our gifts, and our service. Assist in annual financial campaign and Time & Talent survey.
- ___ **Worship:** assist with planning and conducting worship, music, and special worship activities for the church.
- ___ **Youth** Join us in our efforts to walk with youth in their journey to know Christ by creating an environment in which youth can experience Christian communion to hear the gospel to know God's love and to respond in faith by loving and serving others.

AUXILLIARY MINISTRIES WITHIN GENESIS

___ **Church Office:** assist with special mailings, reminder calls, folding bulletins and other miscellaneous clerical duties, occasional photography. Some tasks can be done at your home. *Contact: church office*

___ **Memorial Prayer Garden:** administer the prayer garden on the Genesis grounds. *Contact: Cindy Clowers*

___ **Refreshment Resource Person:** occasionally provide snacks for church meetings or special classes as needed (i.e. New Member Classes every six weeks). *Contact: church office*

___ **Wedding Director:** work with couples being married at Genesis to insure that the wedding ceremony goes smoothly. *Contact: Pastor Karen Whitaker*

MINISTRIES OF WORSHIP

Greeting and Hospitality

___ **Greeter:** greet our visitors and members to worship services and special events, making them feel welcome and helping to answer questions. Help to pass offering plates during worship. **Circle which worship service: 8:20 a.m., 9:45 a.m. or 11:10 a.m.**
Contact: Ellen McCubbin

___ **Welcoming New People:** maintain a welcome desk in the narthex on Sunday mornings to intentionally seek out and welcome new visitors, offer name tags and provide information about Genesis. **Circle which worship service: 8:20 a.m., 9:45 a.m. or 11:10 a.m.**
Contact: Ellen McCubbin

___ **Usher:** greet worshippers, distribute bulletins; help seat worshippers; help take the morning offering; count worship attendance. **Circle which worship service: 8:20 a.m., 9:45 a.m. or 11:10 a.m.**
Contact: Bill Oxenham

___ **Sponsor for New Member/“Fellowship Friend”:** Be with a new member when they join; help the new member become acclimated to the church by answering their questions and by providing a friendly face.. **Circle which worship service: 8:20 a.m., 9:45 a.m. or 11:10 a.m.**
Contact: Christie Burley

Worship Service Participation

___ **Acolyte:** children ages 6-12 who light the altar candles signifying the beginning of worship. **Circle which worship service: 8:20 a.m., 9:45 a.m. or 11:10 a.m.**
Contact: Christie Burley

___ **Children’s Moment Presenter:** present scripture-based teaching moments to children during worship. **Circle which worship service: 8:20 a.m. or 11:10 a.m.**
Contact: Pastors

___ **Communion Steward:** help supply and distribute the bread and juice to worshippers on Communion Sundays. **Circle which worship service: 8:20 a.m., 9:45 a.m. or 11:10 a.m.**
Contact: Ellen McCubbin

___ **Drama Ministry:** Drama Ministry: Drama is presented during the regular worship service (and occasionally special services) to enhance the message being delivered. Anyone willing to share their talents in such areas as writing & selecting scripts, performing, directing, stage managing, props, or costumes is encouraged to participate. Join the email group (GUMC_Drama@yahoo.com) to receive emails on upcoming opportunities. *Contact: Linda Wait/Ellen McCubbin*

___ **Puppet Ministry:** perform skits with puppets during worship or at special services. *Contact: Christie Burley*

___ **Liturgical Dance:** interpreting scripture through dance. *Contact: Ellen McCubbin*

___ **Scripture Reader:** occasionally read the designated scripture for worship service. **Circle which worship service: 8:20 a.m., 9:45 a.m. or 11:10 a.m.**
Contact: Church Office

___ **Worship Leader:** share announcements, lead greeting and opening prayer during Sunday morning worship. **Circle which worship service: 8:20 a.m., 9:45 a.m. or 11:10 a.m.**
Contact: Pastors

Worship Helpers (behind the scenes)

___ **Altar Guild:** prepare worship room for Sunday services (usually done on Saturdays).
Contact: Chuck Evans

___ **Offering Counter:** occasionally help count and record the offerings from Sunday worship on a rotating schedule. Two counters work together to count and record offerings in our computer.
Contact: Tracy Birdwhistell

___ **Service Taping Ministry:** audiotapes a Sunday morning service (whichever service attended). Prefer to have a group of people who regularly attend each of the services to keep a mix in the reference library. *Contact: Chuck Evans*

___ **Soundboard Operator:** operate and monitor the sound system during the worship service and rehearsals throughout the year in a variety of musical settings and when needed. **Circle which worship service: 8:20 a.m., 9:45 a.m. or 11:10 a.m.**
Contact: David Lewis

___ **Worship Coordinator:** check weekly roster of acolytes, greeters, ushers, lay readers, and communion stewards, and make calls to remind them. Before the service, make sure all people and material needed for the service are in place. Assist acolyte, if needed. Back-ups are needed! **Circle which worship service: 8:20 a.m., 9:45 a.m., or 11:10a.m.**

Contact: Chuck Evans

MINISTRIES OF MUSIC

___ **Chancel Choir:** sings at the 11:10 a.m. service a variety of music from contemporary to classical. Rehearsals are Tuesdays, 7:00 p.m.

Contact: David Lewis

___ **Resounding Joy** (Handbell Choir): plays a variety of music throughout the year occasionally at all of the worship services. For beginning to experienced ringers. Rehearsals are Mondays, 7:30 p.m.

Contact: David Lewis

___ **Praise Team:** leads the singing of contemporary praise and worship music at the 8:20 a.m. service. Rehearsals are Sundays, 3:30-5:00 p.m.

Contact: David Lewis

___ **Youth Choir:** sings in a variety of services throughout the year, music styles range from contemporary to praise. Middle School rehearsals are Thursdays at 7:00p.m.

Contact: Susan Evans

___ **Youth Choir Directors:** assist youth music programs in rehearsing, teaching and performing throughout the year.

Contact: David Lewis

___ **Children's Choir Accompanist:** provides accompaniment for rehearsals and performances.

Contact: David Lewis

___ **Children's Choir Directors:** leads children's choir from pre-K through 5th grade, provides musical leadership, teaching and performance directing at worship services throughout the year.

Contact: David Lewis

___ **Children's Choir Helpers:** helps with rehearsals and performances throughout the year.

Contact: David Lewis

___ **Music Librarians:** assist the music director in the overall maintenance and inventory of music.

Contact: David Lewis

___ **Instrumental Music:** play as an individual or with a group to accompany different music groups throughout the year in a variety of musical settings. Instrument: _____

Contact: David Lewis

___ **Music Accompanist:** back-up pianists for rehearsals & performances throughout year.

Contact: David Lewis

MINISTRIES WITH CHILDREN

___ **Children's Sunday School Superintendent:** oversees the children's Sunday school needs for the 9:45 Sunday school hour. Includes teacher recruitment, maintaining and order supplies and curriculum, taking attendance, and substitute teaching when needed. **For 9:45 a.m.**

Contact: Amy Turner

___ **Children's Sunday School Teacher Recruiter:** help recruit teachers and teacher assistants. **For 9:45 a.m.**

Contact: Amy Turner

___ **Children's Sunday School Curriculum Helper:** assist with changing out Sunday school curriculum each quarter. Involves removing the old curriculum from the gray Sunday school boxes and adding the new curriculum when it arrives. **For 9:45 a.m.**

Contact: Amy Turner

___ **Children's Sunday School Teacher:** teachers are needed for our many classes divided by age level; most teach on a rotational basis at various times during the year. Substitutes are also needed. **9:45 a.m. only**

Contact: Amy Turner

___ **Children's Church Teacher/Helper:** lead children 3-5 years in a worship experience, **11:10 a.m.**
Contact: Nury Alvarez

___ **Nursery Volunteer:** occasionally assist paid staff to care for the infants and toddlers of the Genesis family during worship and Sunday School. *Circle which worship service: 8:20 a.m., 9:45 a.m. or 11:10 a.m.* *Contact: Tracy Birdwhistell*

___ **Children's Bible Fellowship (CBF) Coordinator:** Coordinates the Sunday evening CBF program, including facilitating classes, teacher recruitment and program maintenance. *Contact: Christie Burley*

___ **Children's Bible Fellowship (CBF) Teacher:** teaches CBF classes on Sunday evening. *Contact: Christie Burley*

___ **Children's Bible Fellowship (CBF) Assistant:** assists CBF teachers on Sunday evening. *Contact: Christie Burley*

Special Children's Programs:

___ **Easter Egg Hunt:** help plan and volunteer at our annual Easter Egg Hunt. Opportunities include planning games and activities, stuffing and hiding eggs, providing and serving refreshments, and assisting with presentation of the Christian message. *Contact: Amy Turner*

___ **Birthday Party for Jesus:** help plan and volunteer at our annual Birthday Party for Jesus. Opportunities include planning and assisting children with nativity-related games and crafts, providing and serving refreshments, and assisting with special songs and presentation of the Christmas message. *Contact: Amy Turner*

___ **Advent Activity:** plan and assist children ages 3-5 with fun crafts and activities during the hanging of the greens fellowship event. *Contact: Amy Turner*

___ **Christmas Pageant:** assist with our children's Christmas drama program: planning pageant, making costumes, props, and scenery, assisting children during rehearsals and performance. *Contact: Amy Turner*

___ **Spring Pageant/Musical:** assist with our children's Spring musical program: planning, assisting children during rehearsals and performance. *Contact: Amy Turner*

___ **Vacation Bible School:** a week-long day and evening summertime experience in the Christian faith for children, both within and outside the Genesis family, age 3 through rising 6th graders. *Contact: Amy Turner*

___ VBS teacher ___ VBS recruiter ___ VBS leadership
___ VBS crafts ___ VBS missions ___ VBS other _____ (please specify)

MINISTRIES WITH YOUTH

___ **Youth Bible Study Leader:** teach or help lead short-term Bible studies. *Contact: Trip Lowery*

___ **Youth Sunday School Teachers:** teach middle & high school youth. **9:45 a.m.**
Contact: Christie Burley

___ **Youth Sunday School Substitute:** teach youth Sunday school when needed. **9:45 a.m.**
Contact: Christie Burley

___ **Youth Counselors for Middle School and High School aged Youth:** *Contact: Trip Lowery*
___ Sunday night UMYF adult leader (middle school or high school) ___ assist in some other way

MINISTRIES OF ADULT EDUCATION AND STUDY

___ **Adult Sunday School Teacher:** teach or help lead adult Sunday School classes. This can be for either an ongoing class or a short-term topic study. (Substitute teachers are also needed.) *Contact: Christie Burley*

___ **Bible Study Leader:** teach short-term Bible studies. *Contact: Christie Burley*

___ **Disciple/LTBS Coordinator:** coordinate Disciple and other LTBS studies including class scheduling and teacher recruitment. Recruit congregation members for classes. Assist in planning and coordination of Discipleship Sunday. *Contact: Christie Burley*

___ **Companions in Christ Study Leader:** small group experience using the practices of prayer, journaling, scripture reflection, study, worship, mutual ministry and Christian conversation. *Contact: Pastor Karen Whitaker*

___ **Disciple Bible Study or Christian Believer Study Leader:** people who have successfully completed “Disciple - Becoming Disciples Through Bible Study” are needed to lead new classes of these vital courses. *Contact: Christie Burley*

MINISTRIES OF WITNESS AND EVANGELISM

___ **Communication:** reaching out to the congregation and community through the church website, bulletin boards and publications such as directories, the newsletter, church news in local papers; includes opportunities for the artistic and for those wanting to serve as church librarian or historian. *Contact: Karen O’Byrne*

___ **Website/building or maintenance:** assist the communications committee with website issues. *Contact: Karen O’Byrne*

___ **Quick Response:** gather and review worship attendance sheets to identify first time visitors & give them a “welcome to Genesis” call. *Contact: Steve Posson*

MINISTRIES OF MEMBER CARE

___ **Make-a-Dish Ministry:** provide meals for members of our church family following births and in times of need or crisis. *Contact: Flynn Hudson*

___ **Prayer Team:** support members of the congregation and others who request prayers for specific needs. This may be done individually in your home. You may elect to receive prayer requests via e-mail or telephone, and you are welcome to assist in communicating requests. *Contact: Fran Bower*

___ **Saint Barnabas Society:** group whose aim is to quietly encourage persons or groups in ministry at Genesis by sending anonymous thank you or encouraging notes. *Contact: Olwyn Oxenham*

___ **Shepherd Ministry:** like a shepherd caring for his flock, we call Genesis members we have not seen in three or more weeks just to say “Hi, we’ve missed you. Is there anything we can help with?” *Contact: Olwyn Oxenham*

___ **Congregational Fellowship:** plan and assist with opportunities for congregation fellowship such as potlucks, picnics, coffeehouse nights, family fun nights, game nights, and special events. *Contact: Kim Deloatch, Cindy Randall*

___ **Special Deliveries:** provide encouragement to expectant mothers; deliver lovely baskets of goodies on arrival of the baby; maintain contact and support with the family after the birth. *Contact: Denise Walsh*

___ **Coffee Fellowship:** prepare coffee, donate food, set up and clean up coffee supplies for Sunday morning fellowship between services. *Contact: Kim Deloatch*

___ **College Care Outreach Ministry:** In order to be/keep in touch with students in college and to let them know that their church family is thinking of them as well as to provide moral support as they transition in to this new phase of their lives, this committee plans activities throughout the year. Activities might include such things as assembling care packages prior to finals or arranging for cards, notes, etc. to be made and sent to keep in touch. *Contact: Linda Waite*