



SERVICE OPPORTUNITIES

Last Updated February 22, 2019

This document is designed to assist you in selecting an area(s) in which you might serve for the coming year. It does not include ALL areas of service at Midway UMC, but does list the majority.

HOW DO I USE IT?

Simply read through it at your leisure and find a few areas of service that fit your experience, or simply sound interesting. Our goal is to help you find the best place for you to serve, using your talents and passions. The best way to do that? Just TRY something! There's no long-term commitment. Where possible and applicable, estimated time commitment required is provided.

CAN I CHANGE MY MIND?

Absolutely. If you get involved in an area of service and for any reason are unable to serve or change your mind and want to try something else to find a better fit, just contact the team leader.

WILL I GET TRAINING?

The leader of each team is available to help you feel comfortable with your new position. Depending on the role, training might be done as a group, on the job, via email, or another method. Regardless...yes, you will be given direction.

WHERE DO I FIND MORE INFORMATION?

For more information about finding your place of service, contact Communications & Connections Coordinator Julia Murray: julia@midwayumc.org or 678.333.5529.

WHOM DO I CONTACT ABOUT...

Adult Education	Julia Murray	julia@midwayumc.org	678.333.5529
Audio/Video	Mark Niethammer	mniethammer@me.com	770.354.4083
Building/Grounds	Brian Overstreet	office@midwayumc.org	770.475.5230
Children's Ministry	Leslie Stowe	leslie@midwayumc.org	770.475.5230
General Office Support	Judy Harris	judy@midwayumc.org	770.475.5230
Greeters	Julia Murray	julia@midwayumc.org	678.333.5529
Invite Team	Julia Murray	julia@midwayumc.org	678.333.5529
Missions	Emmie Niethammer	emmien@me.com	770.597.0928
Music	Jane Scudder	jmscud@midwayumc.org	770.475.5230
Prayer Ministry	Morgan Cox	morgan@midwayumc.org	770.475.5230
Worship Committee	Jane Scudder	jmscud@midwayumc.org	770.475.5230
Youth Ministry	Morgan Cox	morgan@midwayumc.org	770.475.5230

ADMINISTRATIVE

Office Volunteer

Help with general office tasks on an as-needed basis, including answering phone, making copies, greeting guests, and more. Time: can coordinate schedules; about 3 hrs at a time

Enter Weekly Attendance

On Monday mornings, entering previous day's worship attendance into computer database. Time: 1 hr/wk

ADULT MINISTRY

Men's Ministry

Midway's Men's Ministry was established for men to connect, study, serve, and grow as brothers in Christ. Service and social events are planned throughout the year.

Adult Connection Groups

Small groups (usually 7-12 people) where adults connect through fellowship and discipleship in short-term Bible or book studies. A group might meet weekly, bi-weekly or monthly.

Adult Sunday School

Classes meet weekly on Sunday mornings and are focused on spiritual growth through Bible study, book study, and other aspects of exploring God's word together. Time: 1 hr/wk

Teach Adult Classes

Lead or facilitate adult small groups - either on Sunday mornings or at other times of the week - depending on the leader's schedule.

Women's Ministry

For women of all ages, this ministry was created to help women build a strong foundation in Christ, built on four pillars: study, service, support, and social. Activities have included "Girls' Night Out" activities, movie nights, group worship monthly, lunch-and-learns, mission opportunities, themed Bible studies, retreats, and more.

AUDIO/VISUAL

Sound Board

From the sanctuary sound booth, oversees the sound board and mixers for all microphones, speakers, and other audio functions for Sunday 11:00 worship, and occasionally special events (based on volunteer's availability). Time: 4 hr/wk

Run Visual Images on Screen

From the sanctuary sound booth, project prepared slides as needed for song lyrics, sermon reference, announcements. Time: 1 hr/week + prep time at Wed PM Praise Band rehearsal

Record/Post Sermons Online

From the sanctuary sound booth, operate the camera that captures sermons, perform simple editing as needed (to add date and closing info), and post on Midway's YouTube channel for online viewing. Time: about 1 hr/wk

Create Visual Images for Worship/Announcements

From a variety of available template-based software, and provided information, create visually interesting, clean, crisp visual images for display on sanctuary screen for 11:00 worship, Welcome Center screen, and other communications venues such as social media, and the Midway Midweek e-newsletter. Time: about 1 hr/wk

BBQ & BAKE SALE (Nov. 1-2, 2019):

Bake Items for Sale

Make any amount of baked goods for purchase at the BBQ sale (can be broken into single servings (as with cookies) or sold as a whole (as with cake).

BBQ Committee

Serve in a specific role to oversee an area of need, such as volunteer coordinator, inventory purchasing, delivery route planning, kitchen prep, etc.

Cook Chicken Overnight

Serve on a shift for several hours overnight to cook and turn chickens on a covered grill pit outside the main building. Time: about 2 hours

Cook Side Dishes

With others, help prepare a large volume of the side dishes served with the chicken BBQ: baked beans and cole slaw. Time: about 2 hrs

Sell Tickets

On Sunday mornings in the weeks leading up to the BBQ (after worship), help church members sign up to sell tickets in packs of 10. Time: varies

Deliver to Businesses

On Friday of the sale, drive prepared BBQ plates to several businesses on a pre-determined route. Time: about 2 hours or less.

Serving Line

On either Friday or Saturday of the sale, help to serve BBQ and side items into a container for delivery or church member pickup. Time: about 2 hrs

Pick Up Supplies

Drive to a local business(es) to pick up designated items for making side dishes and packing the items. Time: about 2 hrs

BUILDINGS AND GROUNDS:

Carpentry

Repair projects at the church as needed. Time: as needed based on your schedule

Church Work Day

On two designated Saturdays during the calendar year, serve with others on various projects on the church campus which may include raking mulch, spreading pine straw, trimming vegetation, spraying weeds, straightening storage areas, etc. Time: about 3 hrs, twice

Landscaping (trim/weed)

Help with occasionally pulling weeds, trimming vegetation. Time: as needed, based on your schedule

Maintain Church Library

Organize and maintain contents of the library (including curriculum) for ease of use by church members. Time: as needed, based on your schedule; several hours throughout the year.

Playground Maintenance

Based on skill level, help to keep all areas of the playground in good, safe working order, following specifications of the licensing board for our preschool. Time: as needed, based on your schedule

Salt Icy Sidewalks

During winter weather, as needed. Time: varies; 1-2 hours a year

CHILDREN'S MINISTRY:

Adult Leader

Assist on Sunday mornings during 9:45 hour on a rotational basis to teach provided lessons to children from pre-school to 5th grade. Time: varies, depending on number of volunteers available; usually several hours/month.

Prepare Materials for Sunday AMs

Assist on a rotational basis to prepare materials to be used on Sunday mornings. Time: varies, depending on number of volunteers available; usually several hours/month.

Volunteer for Special Events

Assist with Easter Egg hunts, Trunk or Treat, etc. Time: varies, according to your schedule

Children's Choir Volunteer

Lead or assist in leading children from pre-school to 5th grade in learning songs to be performed during worship several times a year. Time: varies; usually several hours/month around special occasions

Nursery Volunteer – Sunday AM

On a rotational basis, Sunday mornings. Time: approx. 4 hours/mo, several months a yr

Nursery Volunteer – Special Event

According to your schedule. Time: varies

CHILDREN'S CONSIGNMENT SALE (week of March 17, 2019):

Set-up/Take-down

Set up/remove all tables, clothing racks, bins, signs, etc. for this bi-annual event. Time: several hours at each, twice during the year

Sort/Set Out Items

As consignors drop off items for the sale, check each item for cleanliness/quality, assist in putting all items out in designated areas of the gym. Time: varies, depending on your schedule; usually several hours during sale week, twice during the year.

Cashier

Using provided scanning system, ring up shopper's items in a friendly, patient manner in a busy atmosphere. Time: varies, depending on your schedule; usually several hours during sale week, twice during the year.

Serve on Sale Committee

Help to make decisions and plan appropriately for the sale, in a designated role which oversees individual areas, including volunteers, communications, publicity, missions, etc.

Checkout Assistance

Working as a team, efficiently preparing shoppers' items to check out. Time: varies, according to your schedule; usually several hours during sale week

COMMUNICATIONS:

Graphic Design

Assist in creating flyers, graphics for print and social media, booklets, info packets and more for internal or external use. Time: As needed, based on your schedule.

Publicity

Prepare press releases or simple informational pitches to local media, for promotion of weekly activities or special events. Time: 2 hrs/mo.

Social Media

Assist with formulating a cohesive, collaborative schedule for social media promotion. Implement clear, concise, engaging posts accordingly, using good grammar and spelling.

Website Maintenance

Assist with creating/maintaining content for midwayumc.org (Word Press). Time: about 1-2 hours/wk

Copywriting

Creating content for a variety of Midway communications venues, including Midway Midweek e-newsletter, promotional flyers for special events, booklets, etc. Proofreading as needed for major projects. Time: varies; about 2 hours/wk

Photography

Capturing clear, crisp images of Midway life is key to telling our story and showing how we do life together, which aids in giving guests a better idea of what to expect when they visit, and in helping to boost participation in all aspects of Midway life. Photography at special events, during worship occasionally, of youth/children's activities, and as needed. Time: as needed, based on your schedule.

GUEST SERVICES:

New Guest Contact

Follow up with first-time guests in the form of a hand-written note, email, or phone call, as appropriate. Time: 1 hour/wk or less

Shepherd New Members

Maintain regular contact with new members during their first year, answering questions, inviting to activities or special events, helping them to connect with others as appropriate. Time: 1 hour a month

Greeter on Sunday AM

15 minutes before your designated worship service, greet all warmly as they arrive, with special attention to new guests by helping them to feel welcome and at home. Time: 20 min/wk; serving every Sunday for one month, approx. 2-3 months of your choosing during the year

Usher During Sunday Worship

Responsible for helping to ensure a positive worship experience for all, distributing bulletins, passing the offering plates, handling emergencies that arise, making all feel welcome and at home. Time: Arrive 15 min. before worship; serve during your chosen worship service, every Sunday for one month, approx. 2-3 months of your choosing during the year

Coordinate Ushers/Greeters

Coordinate signup and ensure ushers/greeters are scheduled for coming month, ensuring substitutes are available. Time: about 1 hour/month

Welcome Desk on Sunday AM

Staffing the new information desk in the Welcome Center 20 minutes before your chosen worship service. Time: 20-40 min/month

Parking Lot Crew

Assist with traffic direction on special-event Sundays, providing a warm welcome even before guests are parked. Time: approx. 2 hrs

HOSPITALITY:

Help Coordinate Meals for Special Events

Create meal signup for Easter, Homecoming, Cantatas and any other special events.

Help Make Meal Item for Special Event

For Easter, Homecoming, Cantatas and any other special events.

Homecoming Setup/Takedown of Tables/Chairs

1st Sunday in June. Time: approx. 1 hour for each.

Check Coffee Supplies

For use on Sunday mornings, informing church office when supply is low.

Make Coffee Before Worship

On a monthly rotational basis. Time: approx. 1 hr/yr

Clean Up Coffee After Worship

On a monthly rotational basis. Time: approx. 1 hr/yr

Wedding Coordinator

Paid position. Time: varies.

MISSIONS:

Missions Committee

Oversees mission outreach of the church. Time: varies

Prayer Team for Mission

Participate in team that collectively provides prayer support specific to the missional needs at Midway. Time: varies.

Assist with Angel Tree

Provide support in fulfilling Christmas gift requests on behalf of our mission partners at No Longer Bound and Wellspring Living. Time: approx. 5 hours over several weeks in November and early December.

Assist with Family Promise

Provide support either in person or behind the scenes during one of four weeks per year our church hosts homeless families overnight who are working toward financial independence. Time: 1-2 hrs four times/yr

Assist with 5K

Provide support in one of a variety of areas including planning, communications, publicity, set-up, take-down, registration, food prep, parking, and more. Time: varies

Assist with Music for Missions

Provide support in one of a variety of areas including set-up, decorating, meal prep/serving, clean-up, silent auction, and much more. Time: varies

Liaison with a Mission Partner Org

Work directly with contact at an organization with whom Midway partners, to communicate needs to the Missions Committee and to the church staff, and to help determine how Midway can provide support.

MUSIC MINISTRY:

Sing in Adult Choir

Performs weekly at 8:30 AM traditional worship in historic chapel, Aug - June. Rehearsals: Weekly on Wednesday PM. Time: 3 hrs/wk

Sing in Christmas/Easter Cantata

Including rehearsals. Time 12 hours/yr

Praise Band/Vocalist (audition)

Leads worship at 11:00 worship service on a rotational basis, occasionally leading at 9:45.

NURTURE:

Card Ministry

On a rotational basis, sends handwritten cards upon request by church members. Time: varies; approx. 1 hr/mo

Contact Missing Members

Email or call members who have been away from worship. Time: varies; approx. 1 hr/mo

Make Meals for Grieving or for Families with a New Baby

On a rotational basis. Time: varies; approx. 2 hrs/yr

Prayer Team

Provide weekly prayer support for requests from the congregation. Time: varies

Prayer Shawl Ministry (knit/crochet)

Knit or crochet prayer shawls to be prayed over collectively by the congregation during worship and presented upon request to those experiencing a health or other crisis. Time: varies; several hours a year.

Cards to Homebound Members

On a rotational basis. Time: varies, depending on participants; approx. 1 hr/mo

Visit Homebound Members

On a rotational basis. Time: varies; approx. 2-3 hrs/mo

Transport Homebound to Doctor Appts/Grocery

As needed. Time: varies, depending on participants. Approx. 1 hr/mo

VACATION BIBLE SCHOOL (June 3-7, 2019):

Decorate Before Event

With a team, as needed. Usually the week before the event. Time: varies; approx. 3 hrs

Greeter

Warmly greet all who arrive for VBS (parents and children).

Station Leader (adult)

Plan and implement VBS curriculum (detailed instructions and script are provided!). Support is provided by a Station Assistant, and materials list is purchased by a coordinator. Time: approx. 4 hrs/day for the 5-day program + pre-planning in the weeks preceding

Station Assistant (youth/adult)

Help Station Leader plan and implement VBS curriculum. Time: approx. 4 hrs/day + pre-planning

Crew Leader (youth/adult)

Co-lead a group of 9-12 children (all are the same age) with another leader. Time: approx. 4 hrs/day + 1-2 meetings before VBS begins

Take Down Decorations

After VBS is over. Time: approx. 1-2 hours

WORSHIP:

Decorate Altar Table for Special Occasions

Time: 2 hrs/yr

Serve Communion

Serving either bread or juice during your chosen worship service, on a rotational basis. Time: varies, depending on participants and worship service (9:45 receives Communion weekly); approx. 4 times/yr.

Set Up/Clean Up Communion

On a rotational basis. Time: varies; approx. 6 times/yr

Sanctuary Prep for Sunday Worship

Straighten Bibles in chairs, replace pens, pick up stray items left behind after worship. On a rotational basis. Time: approx. 1 hr/mo

Re-Set Chairs After Special Events

Time: approx. 1 hr per event

Decorate/Un-decorate Worship Areas for Christmas

Also known as “Hanging of the Greens,” join with others in the church family to decorate Christmas trees, hanging garland, etc. Time: approx. 2 hrs decorating & 1.5 hr undecorating/yr

YOUTH MINISTRY:

Assist with Sunday PM activities

On a rotational basis or just one time. Either bring dinner or volunteer to help during activity time (lead a lesson, a game, a small group, etc.). Time: approx. 2.5 hours/mo

Drive 15-passenger Bus (no Commercial license required)

As needed for special events. Time: varies, depending on distance/length of trip

Help Lead Confirmation

Assist with lessons, activities, chaperoning, or mentoring. Time: varies

Help Lead Sunday School

Assist with leading a lesson or group discussion. Time: once/mo, or according to your schedule

MISCELLANEOUS

Want to Help but Not Sure How

Someone will contact you to discuss skills, experience...what gives you joy?