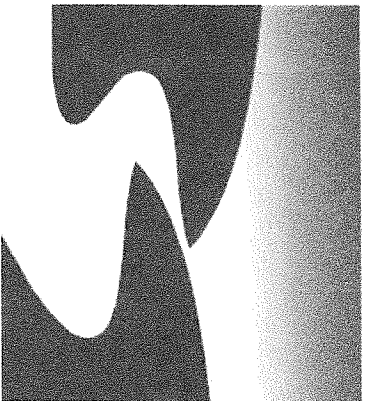


2018

MISSION & MINISTRY OPPORTUNITIES

AT

SHEPHERD OF THE VALLEY LUTHERAN CHURCH ROCKFORD, IL



Sharing God's Love

CHRISTIAN EDUCATION OPPORTUNITIES

- Carol Bailey, *Christian Education Council Rep.*
- Patti Lund, *Director of Christian Education*

Christian Education Committee

What: A group of parents and congregational members interested in being involved in the programs and activities provided for our children and youth. Group decides curriculum offerings, event dates and opportunities, assists the Christian Education Director, plus forms a base of volunteers.

How often: Committee meets as needed, historically about 5 times per year.

Sunday School Teachers:

What: Teachers share prepared materials with children and youth leading on a rotating schedule based on how many teachers we have, assisting on other weeks..

How often: Season follows regular school, Sept. to May on Sunday mornings 11:00 – 11:45 am.

Vacation Bible School:

What: Volunteers lead a class of children through prepared activities or head up a specific set of activities around music, arts, games, etc. Volunteers also need to provide, prepared or serve snacks and assist with wet up and clean up before and after the week.

Christmas Program

What: The Sunday School's presentation of the glorious Christmas season. All children and teens are encouraged to take part in this event. High School students may join us as well.

Who: Adults, junior or senior high students.

How often: Practices take place during Sunday School's time slot in November and December

PRE-SCHOOL OPPORTUNITIES

- Vicki Nitz, *Council Rep.*

Pre-School Committee

What: The Pre-School Committee oversees the pre-school here at Shepherd of the Valley, helping with planning its budget, marketing ideas to increase the student population, and addressing any other issues that arise.

How often: Meets on an as needed basis

FELLOWSHIP OPPORTUNITIES

- *Janette Erickson, Council Rep.*

Fellowship Team

What: This team makes decisions on what large outings and activities will be offered the congregation and may also head committees of congregation volunteers who wish to plan and host events. This team will also assist congregation volunteers to set up and promote events, and give overall support for existing fellowship groups.

How often: This team will meet as needed.

Easter Egg Hunt Committee

What: Youth Easter egg hunt, organizing item donations for the hunt, prepare eggs & coordinate the hunt by age group.

How often: Once a year on Palm Sunday with at least one planning meeting.

Easter Breakfast Committee

What: A breakfast is provided for the congregation between the two Easter services. Help is needed preparing the food, setting up and cleaning up.

How often: Once a year on Easter Sunday, with at least one planning meeting.

Church Picnic Committee

What: During the summer, a church picnic is provided at an area park or on church property. Help is needed to plan the meal and activities to be offered at the picnic. Setting up, running the event, and cleaning up are also part of the committee's responsibilities.

How often: Once a year during the summer, with at least one planning meeting.

Holiday Fellowship

What: Holiday gathering for the congregation to celebrate the holiday season; ie Cookies & Caroling or fellowship Christmas party.

Who: Adults, junior or senior high students.

How often: Once a year in December, with at least one planning meeting.

Funeral Luncheon Committee – Sherry Scheider, Coordinator

What: When a member of our congregation dies, we offer the family a luncheon here at the church for the mourners. Help is needed from the congregation members to provide the food, set up, and clean up.

How often: On an as needed basis.

Other opportunities

Fall Bonfire usually held the beginning of October with hot dogs and s'mores done over an open flame.

Trunk & Treat usually held the end of October. Members decorate the trunks of their vehicles and pass out treats to the local children.

3

OUTREACH OPPORTUNITIES

Outreach Committee

What: The Outreach Committee plans programs, etc., that reach out to the unchurched in our neighborhood, helping them to know Christ and working to grow our community of faith at Shepherd of the Valley Lutheran.

How often: Generally the committee meets once a month.

College and Military Ministry

What: It is an opportunity for the congregation to support our members who are continuing their education after high school or serving our country. As a congregation, we send cards and care packages through out the school year along with keeping them in our prayers. We welcome new ideas on how to extend care and support to your college students and those in the military.

PERSONNEL OPPORTUNITIES

- *Peggy Wenstrom, Council Rep.*

Personnel Committee

What: The Personnel Committee establishes necessary staff policies, procedures, and job descriptions and works with the church secretary to distribute and control them. It is responsible for an annual review of paid staff and assists in hiring and arbitrating staff problems.

How often: Committee meets a minimum of once a year

PROPERTY OPPORTUNITIES

- *Council Rep.*

Property Committee

What: This committee meets to assess various needs of the church's buildings and grounds, as well as actually doing some of the work.

How often: Meetings on a regular basis during the Spring, Summer, and Fall. They will be on an as needed basis during the winter.

Mowing the Church Lawn

What: Mow the lawn, using the church's riding mower.

How often: Approximately three times a year – depending on how many volunteers sign up.

Work Days

What: A full day of working around the church (inside and out) doing minor repairs, cleaning, and yard work.

Who: Adults, junior or senior high students.

How often: One day in spring and one in the fall.

3

STEWARDSHIP AND FINANCE OPPORTUNITIES

- *John Wolf, Stewardship Council Rep.*
- *Don Wiese, Finance Council Rep.*

Finance Committee

What: This committee is tasked with developing the yearly budget, oversees the distribution and spending of funds, tracking giving and other incomes, and develops future financial directions so the mission of the congregation can be met. Utilizing information from the treasurer and financial secretary regarding the weekly giving and outside incomes, this committee analyzes the current and future financial state of the congregation. Based on these analyses, this committee makes recommendations to the Church Council regarding financial policies and decisions.

How often: This committee meets once a month, generally the day prior to the Church Council meeting to review the previous month's income and expense so that adjustments in the budget can be made.

Stewardship Committee

What: This committee oversees both the Time and Talent assessment and the financial pledge program. In addition, they help to educate the congregation about the biblical understanding of stewardship.

Annual Programs

What: In the spring, the Stewardship Committee conducts a "Time and Talent" assessment, using tools such as this booklet to help people in the congregation find a way to volunteer their time here at the church. In the fall, the Stewardship Committee conducts a pledge program for the following year. Help is needed to conduct both of these events.

How often: About a month for the Time and Talent assessment and another month for the financial pledges. Each event is independent, and you may volunteer for one or both.

SOCIAL MINISTRY OPPORTUNITIES

- *Kris Tucker, Council Rep.*

Social Ministry

What: Includes the ongoing programs as well as other opportunities that may arise throughout the year. Examples include: canned food drives for food Pantry, Christmas present and clothing collection for children in need, assorted drives for Lutheran World Relief, socks for the Homeless, meals for Rock House and lunches for Habitat for Humanity, drives for Carpenters Place and the Rescue Mission. These events will be publicized to the congregation and participation and prayers for the endeavors are all ways welcome!

Circle of Prayer – Phyllis Johnson, Coordinator

Who: Anyone.

What: Pray for those in need.

When: Every day, any time.

Where: At home.

Why: God's creative, redeeming, and healing power can come through prayer.

Global Ministries –

What: The purpose is to support the global mission of the ELCA, both nationally and statewide. An effort is made to participate in the projects of Lutheran World Relief where there is need. Those projects include gathering materials for School Kits, Health Kits, Layettes and Sewing Kits. Kits are assembled by members of the congregation, including children, and sent either overseas or to places of disaster crisis. Our mission also includes the promotion of support for our missionary, Randy Stubbs and family in Tanzania and World Hunger.

Fall Food Drive

What: Members collect food for the area pantries and families who are in need.

Who: Members are needed to deliver food to the pantries.

When: Starting at the beginning of November and runs through December.

Christmas Giving Tree

What: Collect Christmas gifts for needy children/families.

Who: Members are needed to set up the tree and collect the presents as they are dropped off.

When: The month before Christmas.

YOUTH

- *Zane Smalley, Council Rep.*

Supper Bowl Sunday

What: An event sponsored by the youth which takes place on Super Bowl Sunday; children/teens participate in the whole service from readings to singing to skits and conducting the children's sermon. There is no age limit as every age group does something for this event. This is coordinated during Sunday School time but may involve one outside practice.

How Often: Once a year at the end of January.

Youth Committee

What: This committee oversees the activities of the Junior/Senior High School youth group. They plan and publicize activities and provide support. Any interested adult, whether you have children in the youth groups or not, may sign up. Those who have been confirmed and college aged adults are encouraged to volunteer for this activity. Ideally this committee should include various age groups.

How often: Meets twice a year.

Youth Event Leader

What: Provides adult leadership for a youth activity. This may include driving children or teens without a license to various activities. Also, youth leaders help set up, clean up, shop, take pictures, help with bulletin boards, etc.

How often: Activities occur periodically throughout the year.

Junior/Senior Youth Group

What: Those students in junior and senior high school are in this group. Teens get together for fellowship, conduct mission projects, go on retreats, and have fun during social activities. Sometimes events are scheduled with junior high school students, and other times junior high students participate in separate activities

How often: Once a month.

WORSHIP OPPORTUNITIES

- *Sherry Scheider, Council Rep.*

Worship & Music Committee

What: The committee oversees all aspects of worship and music at church, working closely with Pastor, organist, choir director, and coordinators.

How often: The committee meets once a month on the 1st Tuesday at 1:00 pm.

Lay Eucharistic Minister – Judi Fields, Coordinator

What: Take Holy Communion to members of the Body of Christ who are unable to worship with us regularly.

How often: Eucharistic Ministers are sent out in pairs on the first Sunday of the month. Six groups of ministers are needed each month. There is a rotation in place so you are not scheduled each month.

Ushers – Judi Fields, Coordinator

What: Hand out the bulletins, monitor speaking/amplifying system, count attendance, collect offering, and direct worshippers during communion. After the service, remove papers from pews, pull attendance sheets from attendance books and put in the church office.

Who: Adults, junior or senior high students.

How often: Once every two or three months.

Greeters – Judi Fields, Coordinator

What: Welcome members and visitors. Hand visitors a welcome booklet, encourage visitors to fill out a name tag.

Who: Adults, junior or senior high students.

How often: Once every two or three months.

Readers – Judi Fields, Coordinator

What: Copies of the Scripture lessons will be sent to the readers in the mail or by email prior to the appointed Sunday. The reader stands in front of the congregation and reads the lessons from the pulpit Bible during the service.

Who: Adults and junior and senior high students

How often: Once every two or three months.

Assisting Ministers – Pastor Scott, Coordinator

What: Assisting ministers help lead Sunday morning worship. They wear albs (white robes symbolizing one's baptism), lead prayers, and help distribute wine at communion.

How often: Normally, you would be scheduled to serve no more than one worship service per month. The pastor will train all new volunteers.

WORSHIP OPPORTUNITIES - continued

Altar Guild – *Sherry Scheider, Coordinator*

What: Assist in creating a climate of worship for the congregation by preparing the elements for Holy Communion, clean-up after each Eucharist, care of vessels and linens, placement of paraments, flower distribution and arrangement for special holidays, and preparation of the funeral pall when needed.

How often: Once every other month. We always welcome new members.

Senior Choir – *Susie Smalley, Music Coordinator*

What: Adults sing on Sunday mornings from September - May and at occasional special services throughout the year.

How often: Practice is on Wednesdays, September-May, from 7:00-8:00 p.m.

Bell Choir –

What: Play in the Bell Choir, a multi-generational group that plays frequently during morning worship service, September-May and Christmas Eve. They do not play during Lent.

Who: Adults, junior or senior high students. You don't need to know how to play bells to join this choir.

How often: Practice is on Wednesdays, September-May, from 6-7:00 p.m.

Vocal and Instrumental Solo/Ensemble – *Susie Smalley*

What: Provide vocal or instrumental music on a Sunday morning during the special music portion of the service.

Who: Adults, junior or senior high students.

How often: Opportunities are available on Sunday mornings year-round.

Sanctuary Visual Effects – *Ruth Anderson and Myrna Hagemann Committee*

What: Main purpose is to create sanctuary visual arts for all seasons of the year. Many hands are required for this and ideas are always welcome.

How Often: A schedule is necessary to accommodate personal time commitments. Come join us for a rewarding time and fun!

Communion Presenters - *Myrna Hagemann, Coordinator*

What: On the 1st Sunday of each month 2 people carry the communion elements down the center aisle immediately following the ushers when they take the offering down. Open to adults and 3rd-8th graders.

How often: Once or twice a year.

Wedding Coordinator – *Candy Wolf*

What: This person is a liaison between bridal party and church, who meets with the couple prior to the wedding, opens the church the day of the wedding, and sees to any needs of the bridal party. There is a stipend for this service paid by the bridal couple.

OTHER

If you would like to join in any of the following opportunities and there is not a contact person's name listed, please call the church office.

Hospitality Table

What: After service, we have a table set up in the narthex with coffee, juice, and some kind of simple snack as a way to encourage hospitality among our members and visitors. People are needed to staff the table and to provide the treats.

How often: As often as you want to volunteer.

Library Helper – *Myrna Hagemann, Chairman*

What: Help is needed to check in and shelve books and to process materials. Training is provided.

Who: Adults, junior or senior high students.

How often: Once a month.

Loaf of Bread Ministry - *Judi Fields, Coordinator*

What: First time visitors to Shepherd of the Valley are gifted with a loaf of bread which is taken to their home by a lay person along with information about our congregation. Pastor may also choose to give bread to others in need of help or comfort. People are needed to both donate bread and/or deliver it.

How often: If you choose to donate bread (homemade or unsliced bakery bread), you might be asked to do so once every few months. If you choose to deliver bread, you would be assigned a Sunday to follow up with any visitors

Memory Garden

Do you like to putter in the garden? Our developing Memory Garden needs continuing care in the form of planting, weeding, watering, and hand mowing. Check your interest, and you will be contacted by the committee to work on a schedule to match your convenience.

Office Helper – *Judi Fields, Coordinator*

What: Help is needed to assemble the printed weekly bulletins and monthly newsletters. Help is also needed periodically with special projects and mailings, as well as with routine office tasks.

How often: Help is needed on a weekly, monthly or occasional basis. You might want to volunteer on a routine schedule or be on a potential availability list to be called upon when needed for special projects.

Synod Assembly Lay Voting Member - Pastor Scott

What: Every year, pastors, deacons, and lay voting members from the Northern Illinois Synod gather for two days (third weekend in June, from Friday morning through Saturday afternoon) at Augustana College in Rock Island, IL. Important business of the synod is taken care of at that time, such as approving a synod budget and electing leaders in the synod. In addition, there are wonderful opportunities for worship together and to learn about what's going on in the wider church. The congregation covers the cost, including an overnight stay at Augustana College. Our congregation may send two lay voting members of any age, plus at least one who is 30 years or younger.

How often: Once a year, in June.

RALM Delegate - Pastor Scott

What: Our coalition of ELCA churches in Rockford, known as Rockford Area Lutheran Ministries, has an annual meeting, summarizing its work as well as presenting its budget and plans for the next year. At least two delegates from our congregation should attend this meeting.

How often: Once a year, in the autumn.

Nursery Assistant - Judi Fields, Coordinator

What: Assist the Nursery Attendant when children are in the Nursery.

Who: Adults and youth over the age of 18 who have completed a background check.

How often: Varies. Sign up links will be listed in the weekly announcement sheet.

Counter - Judi Fields, Coordinator

What: Assist counting the offering on Sunday morning after worship.

Who: Adults

How often: Varies.

Thank you for sharing your time and talents.