



VOLUNTEER

TO BE AND TO
MAKE DISCIPLES
FOR CHRIST

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How To Use This Booklet

This booklet contains brief descriptions of Buncombe Street United Methodist Church's ministry opportunities. It will be a valuable tool for helping you find places to be and make disciples of Jesus Christ and to provide service to God.

Upon receiving this booklet, take the following steps:

Take the Spiritual Gifts Survey (www.bsumc-spiritualgifts.com) so you can consider how God shaped you for service and to show you the areas in which you have a talent. This survey virtually takes you to when God made you and shows you the gifts God planted into you from the beginning!

Find out your three major spiritual gifts and look through the ministry sheets that correlate with your gift(s) with what is available to do at BSUMC. These may be the very opportunities God designed just for you to do.

In this large booklet, you will find a brief description of every volunteer opportunity including the number of volunteers, frequency of service, and length of time that are needed for each service area. Please take these factors into consideration as you make your selection(s).

If you have questions about a particular ministry, call the church office and ask for the staff person associated with that ministry.

If you don't see what you want to do contact us at the church. Part of our work is to help you dream about ministry and then help to make it come true. Try us out, we'll be there for you.

After you have prayerfully considered where and how God wants you to volunteer at BSUMC, complete your Ministry Opportunities form and return it the church on Commitment Sunday or to the church office. The staff or lay persons involved with the ministries that you select will be in touch with you concerning training, which will take place in January or late August, depending on the timing of the service opportunity. Most of the opportunities would begin on February 1 and go through January 31. Some of the service opportunities are seasonal.

1 - Administration

Chris Malaska; 864-371-6085

1	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
1.1	Receptionist	Answering phones/greeting people.	3-4	Once a week or month	4 hours
1.2	Drivers	Drive for church trips.	Unlimited	As needed	As needed

2 - Communications

Chris Malaska; 864-371-6085

2	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
2.1	Sound Technicians	Runs soundboards for worship services and other events.	2	As needed	1 hour
2.2	Videographers	Film the 11:00 AM worship service and other special events.	4	Once monthly	2-3 hours
2.3	Photographers	Take photos of church events. Must have own equipment at this time.	4	Once or twice monthly	1 hour
20.11	Data Entry	Entering attendance weekly into computer and various tasks.	4-8	As needed	1 hour

4 - Hospitality

David Stubbs; 864-371-6088

4	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
4.1	Wednesday Night Food Coordinator	Coordinate Sunday school class volunteers in serving, set-up, and clean up. Contact classes and prepare "serving schedule."	2	January-May; September-December	Wednesdays for 2 hours
4.2	Guests Host	Will host guest speakers, etc. Meet at the airport, take to their accommodations, meal coordination and other needs.	4	As needed	1 to 3 days
4.4	Parking Lot Ministry	Serve for 30 minutes one Sunday morning per month welcoming and helping to direct visitors.	40	1 time per month	30 minutes
4.5	Wednesday Night Food Serving Substitutes	Be there to fill in if needed in case of shortfalls in serving numbers.	4	When needed on Wednesdays if you are there	30 minutes

5 - Adult Ministry

David Stubbs; 864-371-6088

5	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
5.1	Adult Ministry Council	This Council will be a policy setter and will direct the Adult Ministry.	3	6 meetings per year	1 ½ hours
5.2	Sunday School Teacher Subs	Lead a lesson for Adult Sunday school at 10:00 AM.	10	As needed	1 hour
5.3	Adult Library Team	Open and host the Adult Library. Plan events to highlight the library.	4	As needed	2 hours
5.4	Adult Bible Study Leaders	Help to provide Bible studies for adults.	8	8-12 weeks	1.5 to 2 hours
5.5	Disciple Bible Study Leader	Disciple Bible study is an in-depth, nine-month long study. Training provided.	6	34 weeks	2 hours
5.6	Geographical small group leader	Lead a co-ed small group in your neighborhood/area for fellow church members and friends	Unlimited	Twice yearly	6 week intervals

6 – Children’s Ministry

Gayle Quay; 864-371-6089

6	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
6.2	kids.Comm/Helper	Children receive instructions on the parts of the worship service and learn those “memorized” parts.	2 per week	1-2 times a quarter	1 hour
6.4	Preschool Sunday school Teacher (2 year-olds - 5K)	Prepare and teach lessons from curriculum; develop personal relationships; meet and greet parents.	36	Teach 1 time every 4 to 6 weeks	Approx. 1 hour
6.5	Elementary Sunday School Shepherd (1st - 4th Grade)	Greet and welcome students as they come to class. Help children find scripture for the unit, collect offering, have prayer together, shepherd students during class time.	25	Sundays	1 hour
6.32	5th Grade Class Leaders	The leaders will stay with the 5th grade class throughout the whole year to guide the class and support the guest speakers. Guest speakers will come each week.	3	Sundays	1 hour
6.6	Lego Teacher	The teacher will integrate the scripture lesson using Legos. Curriculum is provided.	10	5 Sundays	1 hour
6.7	Storyteller/Drama Teacher	The teacher will integrate the scripture lesson into a storyteller or drama activity that is provided by the curriculum resources.	20	5 Sundays	1 hour
6.8	Music Teacher	The teacher reinforces the scripture through song, instruments, musical games, etc., that are provided through a curriculum resource.	4	5 Sundays	1 hour
6.9	Cooking Teacher	The teacher reinforces the scripture through a cooking activity that is provided by a curriculum resource.	6	5 Sundays	1 hour
6.10	Science Teacher	The teacher will integrate the scripture lesson into one of many science activities provided by the curriculum.	10	5 Sundays	1 hour
6.11	Art Teacher	The teacher will integrate the scripture lesson into one of many art activities that are provided by our curriculum.	10	5 Sundays	1 hour
6.12	Audio-Visual Teacher	The teacher will show a video or a portion of a video that helps to promote further understanding of the Bible lesson.	20	5 Sundays	1 hour
6.13	Bible Skills and Games	The teacher will integrate the scripture lesson into a Bible skills and games activity that is provided in the curriculum resource.	20	5 Sundays	1 hour
6.14	VBSW Weekend (VBSW) Director	Responsible for various activities during VBSW event. Also includes recruitment and training.	1	January-June	As needed
6.30	VBSW Co-Director	Assist the direct and then be the director the following year	1	January-June	As Needed
6.15	VBSW Teacher	Classroom co-leaders with shepherding to other activities.	45	1 Saturday and Sunday in June	Saturday: 9-3; Sunday 10 AM
6.17	VBSW Craft Volunteer	Provides craft opportunities for VBSW participants.	6	1 Saturday and Sunday in June	Saturday: 9-3; Sunday 10 AM
6.18	VBSW Leader of Music	Work with all participants in music portion of curriculum.	3	1 Saturday and Sunday in June	Saturday: 9-3; Sunday 10 AM
6.19	VBSW Nursery Helper	Help with care and entertainment of those children too young for VBSW classes.	2	1 Saturday and Sunday in June	Saturday: 9-3; Sunday 10 AM

6 – Children’s Ministry (continued)

Gayle Quay; 864-371-6089

6	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
6.21	VBSW Food Committee Member	Coordinate and purchase ALL snacks for VBSW	4	1 Saturday and Sunday in June	Saturday: 9-3; Sunday 10 AM
6.22	VBSW Recreation	Work with all participants with the recreation portion of curriculum.	6	1 Saturday and Sunday in June	Saturday: 9-3; Sunday 10 AM
6.24	Wednesday Night Bible Study	Assist the Children’s minister in implementing the lesson.	8-10	Fall and/or Spring sessions	1 hour
6.25	Sprouts Leader	Nurturing children through a covenant discipleship program that meets on Sunday evenings.	10	Sept./May	2 hours weekly
6.26	Nursery	Playing with children and attending to their needs while following Safe Sanctuary guidelines.	34	1-2 times every quarter (3 months)	1 hr.
6.27	Newest Angel Ministry	You will be notified by the church when a birth takes place. You will be asked to come to the church, pick up an item for the baby, and deliver it to the home.	12	As needed	As needed
6.28	Nature Camp Drivers	Drive the church bus with Nature Camp kids.	1	4 summer days	9AM to noon
6.29	Day Camp Drivers	Drive the church bus with Day Camp kids.	1	4 summer days	9 AM to 5 PM
6.31	Security Volunteers	Be at the security desk to check in visitors and assist with check in and check out.	12	Every 6th Sunday	1.5 hours

7 – Congregational Care

Grover Putnam; 864-371-6098

7	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
7.1	Grief Response	Provide care for Buncombe Street members following the death of a loved one by sending cards and contacting through telephone and/or email.	Unlimited	Once a week	As needed
7.3	Bereavement Ministry	Act as hosts for all funerals, write condolence notes from the church to immediate family members, write sympathy note acknowledging 1st anniversary of death.	4	As needed	As needed
7.4	Upper Room Prayer	Provide prayer by phone to individuals.	Unlimited	Once a month	3 hours
7.5	Homebound Visitors	Make contact with members who are homebound through mail, telephone, and/or home visits.	Unlimited	Once a month	As needed
7.6	Caring Ministry	Visiting/establishing relationships with homebound, in addition sending cards/phone calls	Unlimited	As relationship requires	As relationship requires

8 – Evangelism Team

Justin Gilreath; 864-371-6086

8	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
8.1	New Member Mentors	Be a contact for questions from new members when they join.	Unlimited	As needed	As needed
8.2	Visitor Contact	Contact with recent visitors. Provide information about BSUMC.	Unlimited	As needed	As needed
8.3	New Member Annual Dinner	Host and provide end of the year banquet for New Members.	10	Once a year	3 hours
8.5	Welcome Center Host	Greet visitors at the Welcome Centers and throughout the church, hand out information, answer questions, and provide directions to activities.	1 per Sunday	Monthly	45 minutes

9 – Family Ministry

David Stubbs; 864-371-6088

9	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
9.1	Family Camp Planning Team	Administer a family camp experience.	5	4 meetings a year	Camp weekend
9.2	Family Events/Trips Planning Team	Helps to offer family oriented special events and trips.	4	As needed	As needed
9.3	Family Enrichment Team	Will plan and administer programs that strengthen the family, marriage enrichment, parent/kid activities, etc.	4 or more	1 year	Determined by team

10 – Leisure Ministry

Tom Buchanan; 864-371-6461

10	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
10.1	Adult Sport Captain	Captain a team in softball, basketball, or some other sport. Be the contact for the team.	Unlimited	Seasonal	As needed
10.4	Coach Tee Ball or Coaches Pitch Baseball	To coach children ages 3 or 4-5 in tee ball or coaches pitch baseball for 6-7 years old in the Christian Sports Network.	1-3 coaches per team	March-May seasonal 1-2 days a week	1.5 hours
10.5	Leader/Helper for a Craft/Hobby Class	To share your talents and abilities in a group setting. Teaching people how to capture their creative side, one of God's greatest gifts.	Unlimited	4-6 week sessions	1-2 hours
10.7	Cub Scout Leader	Various roles to be filled from Assistant Cub Master to Den leaders with many jobs in between.	10	Meet weekly plus events	2-5 hours
10.8	Boy Scout Leader	Various roles to be filled from Assistant Scout Master to Merit Badge Counselor with many jobs in between.	10	Meet weekly plus special events	2-5 hours
10.15	Venture Crew Leaders (Senior High, Coed Scout Group)	Various roles to be filled from Asst. Venture leader to counselor with many jobs in between.	10	Meet weekly plus special events	2-5 hours
10.10	Basketball Coaches	Give players an opportunity to play basketball in an organized fashion and to grow together in fellowship. Coach models Christian ideals and shares the love of Christ through devotions and through leading a mission project.	1 to 3 per team	September - March	2-3 hours weekly
10.11	Outdoor Activity Leader	Coordinate outdoor group (ex: mountain biking, skiing, hiking, camping, etc.)	1 to 2 per group	Determined by leader	Determined by leader
10.12	Leisure Activity Leader	Coordinate and take the lead on specific leisure activities of interest throughout the year.	Unlimited	Per activity	Variable
10.13	Christian Concert Series	Work with Adult/Music/Leisure ministries to execute summer concerts for community.	10-15	1-3 concerts	3-4 hours per concert
10.14	Basketball committee member	Will administer certain aspects of the basketball ministry; registration, devotions, tournaments, scheduling, apparel, missions, etc. with the help of the Leisure Ministry Director.	6-10	September- March	1-3 hours per week

11 – Men's Ministry

David Stubbs; 864-371-6088

11	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
11.1	Men's Leadership Team	Will provide leadership for Men's Ministry which includes the Man Up Ministry, small groups and much more.	Unlimited	Program events and planning	1.5 hours per event meeting
11.2	Five Guys Group Leader	Lead a small group of men through a specified study activity.	1 per group	6 weeks, twice a year	1 hour per meeting

12 - Missions

Jerry Hill; 864-371-6090

12	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
12.1	Emergency Response Team Leader	Leads emergency response team.	4	As needed	As needed
12.2	Emergency Response Team Member	Works with the team to be "first responders" for hurricanes, floods, other disasters.	20+	As needed	As needed
12.4	Outreach-Interviewer	Interviews people in need for Crisis Ministry.	8	Twice per month	2 hours
12.5	Happy Days Camp	Work directly with inner city kids, supervising them as they progress through a full day of travel, outdoor activities, lunch. Then, return them to the drop off point. Help plan the camp. Be a facilitator and guide for the children.	20+	Camp week	7 hours daily
12.6	Greenville Area Interfaith Hospitality Network (GAIHN) Ministry	Recruit and schedule volunteers to implement GAIHN host week. Coordinate meals for the families.	14 each GAIHN week	GAIHN week	As needed
12.7	Triune Mercy Center Ministry	Become a friend to a few homeless people. Come to Sunday meal from 5-6 PM and eat with the Triune crowd, invite them to the worship service at 6 PM.	Many	Every Sunday or alternating Sundays	2 hours
12.8	Feeding Jesus Ministry	A ministry to make sandwiches to distribute to the homeless. Pick up the donated bread, etc. each week. Make sure that all supplies are available each week.	6	Sundays & Monday mornings	2-5 hours
12.9	Communications/Media	Helps to promote communication of mission events/opportunities throughout the church.	1	As needed	As needed
12.10	Short-term Mission Team Ministry	Member of mission team that conducts ministry on short-term domestic/foreign mission trips.	20-30	Monthly meeting until month prior-then weekly meetings	As needed
12.11	Short-Term Mission Trip Team Leader	Plans, coordinates and implements short-term domestic/foreign mission trips.	4	2-8 hours per week	As needed
12.12	Mentoring/Tutoring	Tutoring at Mentor Upstate, Frazee, YOUTHbase or at Kerns Elementary School	Unlimited	Minimum of twice monthly	40 minutes
12.13	Partnering with families in poverty	A team of church members comes alongside a family struggling to rise above poverty and provides support, encouragement, access to resources other than financial.	4-6	2-4 times per month	Varies, 3-4 per month
12.15	Circles Resource Team	Acts as a resource for training Circle Leaders in interviewing skills, budgeting, financial literacy or other areas of expertise.	Unlimited	As needed	1 hour per week when needed
12.16	Bus Ministry	Willing to work with other volunteers to coordinate and implement a bus ministry to homeless shelters, seniors and low income people who need a ride to church services.	Unlimited	Unknown	2 hours per time
12.17	Circles Volunteer	Help with Wednesday night meal set up/clean up	3-4	Weekly	1 hour
12.18	Circles Childcare	Lead Wednesday night class, lead a craft, read to children	6-8	Weekly	1 hour

13 – Music and Arts

Rosemary Hughes; 864-371-6092

13	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
13.1	Carillon Choir Handbell Ringer	Rehearse, play for worship, concerts, special events.	As space is available	Weekly practice (Sept-April) Performance 1 time/month	1 hour 2 hours
13.2	Chancel Choir Choral Singer	Rehearse, sing for worship, concerts, special events.	Unlimited	Weekly rehearsal and worship	2 hours
13.3	Hospitality	Provide food for receptions after performances. Organize people to provide food.	3	As needed	Flexible
13.5	Second adult for Children's Choirs and youth music ensembles	Sit in on rehearsals as a Safe Sanctuary second adult. Assist with crowd control on Sunday mornings when children/youth participate in worship.	Unlimited	Weekly rehearsal Quarterly worship	1 hour 1 hour
13.6	Publicity	Assist with publicity (poster design, contact with media, website updates in-house promotion through Sunday school classes, etc) for Music and Arts programs and events.	3	As needed	As needed
13.7	Instrumentalists	Participate in traditional worship as needed to accompany choir anthems or as a soloist for special services.	As needed	As needed	Varies
13.10	Costume/Set Design	Plan/construct/sew for children's choirs and special events.	Unlimited	As needed	Flexible

14 – Older Adult Ministry

David Stubbs; 864-371-6088

14	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
14.1	Short Term Study/Seminar Leader	Provide learning experience for older adults.	5	4-8 weeks	As needed
14.2	Bus/Van Driver for Senior Events	Provide the essential ministry of transportation for senior events or trips.	5	As needed	As needed

15 – Young Adult Ministry

David Stubbs; 864-371-6088

15	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
15.1	Single Women's small group leader	Assist our in place leader with a weekly gathering of young women.	2	Weekly	1.5 hours
15.2	Young Men's small group leader	Lead young men with a weekly gathering for study and fellowship.	2	Weekly	1 hour
15.3	Young Adult group	Lead a weekly co-ed small group of young adults for study and fellowship	2 couples or 4 people	Weekly	1 hour

16 – Women's Ministry

David Stubbs; 864-371-6088

16	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
16.15	Women's Chair	Develops overall vision, represents women to greater church, guidance for leadership team	1	As needed	As needed
16.16	Women's Co-Chair	Assist current chair, train as future chairperson	1	As needed	As needed
16.1	UMW Board	Serve on Board that meets to direct activities of the circles.	7 to 10	Monthly meetings	2 hours

16 – Women’s Ministry (continued)

David Stubbs; 864-371-6088

16	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
16.2	UMW Circle Leader	Serve as leader to one of 6 circles.	6	Monthly meetings	2 hours plus preparation
16.3	UMW Circle Treasurer	Serve as treasurer to one of 6 circles.	6	Monthly meetings	As needed
16.4	Special Events Coordination	Assist in the planning and organization of women’s ministry dinners, lunches, conferences, retreats, etc.	10	1-2 times per year	4 hours week over a 6-8 week time period
16.5	Administrative Assistance	Compiling address lists, coordinating mass mailings, making copies.	4	As needed	Varied and flexible
16.6	Publicity/ Marketing Assistance	Areas to get involved: social media management, production of publicity pieces for special events, management of bulletin board, creation of weekly e-blast.	3	From once per week to once per year	Varied and flexible
16.7	Hospitality Assistance	Menu planning, food purchase, food preparation, decorating for ongoing or special events.	10	2-3 times per year	1-2 hours per week over a 2-3 week time period
16.10	Photographer	Photograph events and ongoing ministries.	3	As needed	As needed
16.12	Bible Study Leaders	Prepare for and facilitate small group studies .	Unlimited	Flexible frequency, time of day	6 to 12 week studies
16.13	MOPS Mentors	Serve in MOPS ministry as a mentor to mothers of young children, offering advice, prayers and guidance as appropriate. Must be a parent with youngest child kindergarten age or older.	5	2 times per month (Sept- May)	4 hours monthly. Other flexible time
16.14	MOPS Childcare Volunteers	Provide childcare for children ages infant- age 5 so that young mothers can attend MOPS meetings.	6	Flexible meetings 1st and 3rd Mondays	2.5 hours per meeting
16.17	Bible Study Coordinator	Oversee and plans studies, gives guidance and support to leaders	1	As needed	As needed
16.18	Community Groups coordinator	Supports existing community and care giving groups, develops new groups	1	As needed	As needed
16.19	Outreach Coordinator	Develops means for women’s ministry to be extended to the community	1	As needed	As needed
16.20	Volunteer/nominations Coordinator	Identify appropriate candidates for positions within Women’s ministry	1 or 2	As needed	As needed

17 – Student Ministry

John Fahrney; 864-371-6094 & Cody Puck; 864-607-6435

17	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
17.1	Confirmation Coordinator	Work with Youth Director to coordinate, set-up, and implement all confirmation activities including both Sunday morning and Sunday night. Be active in the lives of young people through the confirmation process. Help to coordinate other adult confirmation volunteers. Attend confirmation retreats.	2	Monthly	15-20 hours
17.2	Confirmation Adult Volunteer	Work with coordinator and youth director to plan and implement confirmation programs.	2 to 3	Monthly	15-20 hours
17.3	Confirmation Mentors	Spend time with 6th grade youth discussing faith or enjoying time with them.	30 to 40	Monthly	3 hours
17.4	Confirmation Parent Coordinator	Create a calendar for parents that gives them the opportunity to be involved in confirmation either by bringing snacks, assisting for a day, attending retreats, etc.	1	Monthly	5-10 hours

17 – Student Ministry (continued)

John Fahrney; 864-371-6094 & Cody Puck; 864-607-6435

17	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
17.6	In House Leader	Small group leader on Sunday night. Lead lessons, coordinate food, and contact your group. These go from August to May and includes training.	20	13 Sunday nights a year	2 hours on Sunday night
17.8	In House Home Host	Open your home to host a youth small group.	6 (1 per group)	13 Sundays a year	1.5 hours
17.13	Walk with Christ	Serve in a variety of capacities during the week-end. Roles include cooking/serving meals, chaperoning activities, helping with setup/take down.	No limit	Once a year	Varies
17.9	Sunday School Teacher	Create fun and exciting Sunday School experiences using the Sunday School curriculum.	Any number	1 Sunday	1 hour plus prep

18 – Child Development Center

Alison Lister; 233-5050

18	Child Development Center	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
18.4	Special Events Assistant	Assist teachers setting up 4 special events; Mother’s Day tea, K4 graduation, Father’s Day tailgate, Christmas program along with greeting and serving duties.	2 or more	4 times a year	Afternoons

19 – Non-Traditional Worship

Adam Fisher; 864-371-6101 - Justin Gilreath; 864-371-6086

19	Non-Traditional Worship	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
19.1	Greeters	Greet members with a warm smile as they arrive, hands out bulletins, and provides general information. Training provided.	Unlimited 8-12 per week	Once or twice a month	One non-traditional service
19.4	Communion	Help serve Communion.	32 needed 12 -16 per month	Once a quarter	One non-traditional service
19.8	Offering Collection	Collect offering in an organized fashion during the appropriate time in the worship service. Training provided.	Unlimited 16 per week	Once or twice a month	One non-traditional service
19.9	Stage Manager	Coordinate all technical and performance elements during non-traditional services. Think “Wedding Coordinator” but for church. Training provided by worship leader and pastor.	5 needed One per week	Once a month	Both non-traditional services
19.10	Load in crew	Set up the instruments and sound system on Saturday or early Sunday in Sisk Hall. Training provided by worship leader.	8 needed 1-2 per week	Once or twice a month	1-2 hours
19.11	Worship Space Crew	Clean, organize and straighten Sisk Hall on Saturday evening or early Sunday morning to prepare for worship. Training provided by worship leader.	8 needed 1-2 per week	Once or twice a month	1-2 hours

20 – Traditional Worship

Bob Howell; 232-7341

20	Type of Service	Description of Service	Volunteers Needed	Frequency of Service	Time Needed
20.1	Ushers	Responsible for passing out bulletins, Sanctuary seating, taking-up the collection and for counting the number of people in the Sanctuary.	Unlimited	Monthly	1 hour
20.2	Acolytes and Crucifers	Carry the Cross and the Light into the Sanctuary every time a Worship service takes place. Training provided.	Unlimited	Monthly	1 hour
20.3	Flower Committee	Oversees the flowers that are placed in the Sanctuary every Sunday. Most flowers are memorial flowers or flowers from weddings. Occasionally the committee will order flowers or arrange them for the Sanctuary. The committee is responsible for the flowers during Lent and Advent.	5	Depending on season	As needed
20.4	Funeral Hosts	Assist bereaved families during the funeral services. Distribute funeral bulletins and assist the mortuary personnel with church traditions. Serve as ushers when needed.	Unlimited	As needed	As needed
20.5	Wedding Committee	Directs every wedding that takes place at BSUMC. The Director and committee incorporates the church's wedding traditions and makes the bride and her family comfortable.	20	As needed	As needed
20.6	Offering Stewards	Gives out and receives the Offering plates every Sunday. They are also responsible for making sure that there are enough plates per usher.	Unlimited	Monthly	1 hour
20.7	Communion	Set up Communion in the 8:55 AM and 11AM services with bread and grape juice. There is a prescribed ritual that is followed in setting up the Communion Table. Training and booklets provided.	Unlimited	4 times a year	2 hours
20.8	Pew Care	Filling the slots at the back of each pew with pertinent information concerning the church: pledge cards, prayer requests are a few examples. Pencils are added to the slots when needed. Hymnals are checked and straightened.	10 active	Weekly depending on # of people	1 hour
20.9	Brass Polishing	Polish the brass in the Sanctuary before the services.	10	Weekly rotation	1 hour
20.10	Altar Care	Change the Paraments on the Communion Table.	12	Yearly	4 hours

Heavenly Father, thank you for the many ways available at BSUMC to serve you. Guide me Lord, as I make decisions on how I can help to accomplish the work that has been set before me and the congregation. I want to honor you through my service. I desire a heart that embraces your grace in order that my faith may grow as I live out my life in service to you. It is in the name of Jesus Christ that I pray. Amen.



200 Buncombe Street

Greenville, SC 29601

864-232-7341

www.bsumc.com