

2021-22 Service Opportunity Directory

A description of the many ways in which the people of Mt. Moriah Church may express their faith through service







Mission We lovingly *invite* people into a relationship with Jesus Christ, *equip* them with a faith in Him that works in real life, and *send* them into the world for service in Jesus' name.

Vision Encouraging people of all ages and backgrounds to nurture an authentic relationship with Jesus Christ through our focus on creative arts, youth and children's activities, faith formation groups, missions, and community engagement.

Core Process We are led as a church—and as individuals—to pursue our mission by actively engaging in a core process that involves three essential actions:



God invites us into a relationship with Him and calls Christians to invite others to experience God's love and respond to His grace.



God equips us for the work of ministry by transforming us into the likeness of Jesus Christ. We are called to invest in the spiritual growth of other Christians and to take steps to grow and deepen our own faith.



God sends us out into our community and the world to share the story of God's work in our lives—to make a difference in the physical, emotional and spiritual lives of those around us.

Service Opportunities

This directory provides a comprehensive guide to many ways in which you can be involved in the life of our church. *Everyone* needs to serve, so look for your opportunity to make a difference in our congregation, our community, and the world!

From the list, check off in the Response column whether that is a task that you have previously done, one that you are currently doing, or one that you might have an interest in doing. For those that you have an interest, but aren't currently doing, please contact the appropriate team leader to express your interest. If you are unsure, make an appointment to speak with Pastor Kerry Wood. Together, you can discern the ways in which God will be praised and you will be strengthened by serving others in Christ' name!

Administrative Team (Attendance, office help, mailings, answer phone, etc.)

Contact: Charlotte Bailey 513.752.1333 office@mtmoriahumc.org

MINISTRY	DESCRIPTION	SERVANTS NEEDED	FREQUENCY	TIME COMMITMENT	Response
Office Servant	Assist office personnel as needed. Tasks could include copying, answering telephone, sorting, stuffing, mailing, etc.	4-8	Average of 1-2 times per month	2-3 hours per session	□ Done Before□ Doing Currently□ Willing to Serve
Office Servant PLUS	Willing to cover the office responsibility when office staff need to be away (vacations, illness, etc). Answer calls and take messages, etc.	1-2	Varied	4-8 hours per session	□ Done Before□ Doing Currently□ Willing to Serve
Attendance Keeper	Record attendance names/numbers for Sunday worship services in database. Run reports on attendance/absence trends. Compile list of 1st time visitors for follow up connection.	1-2	Weekly	2-3 hours per week	□ Done Before□ Doing Currently□ Willing to Serve
Mailing assistance	Willing to help when a large mailing needs to be prepared. Includes monthly newsletter.	Unlimited	As needed	TBD	□ Done Before□ Doing Currently□ Willing to Serve

Adult Discipleship Team (Faith Circles, Discipleship Bands, Bible Studies, men's/women's ministry activities, etc.)

Contact: Elyse Skiles 513.718.0430 elyseskiles@twc.com

MINISTRY	DESCRIPTION	Servants Needed	FREQUENCY	TIME COMMITMENT	Response
Adult Study Leader	Prepare and lead Bible-based lessons to encourage other adults to grow in their faith (topics approved by Discipleship Team Chair or Pastor)	5-6	Determined by subject matter and Servant	As required	□ Done Before□ Doing Currently□ Willing to Serve
Faith Formation Leader	To provide an opportunity for small group belonging, support, and spiritual growth INCLUDING Faith Circles and Discipleship Bands that meet weekly	Unlimited	TBD	1-2 hours per week	□ Done Before□ Doing Currently□ Willing to Serve
Faith Formation Participant	To provide an opportunity for small group belonging, support, and spiritual growth INCLUDING Faith Circles and Discipleship Bands that meet weekly	Unlimited	TBD	1-2 hours per week	□ Done Before□ Doing Currently□ Willing to Serve

Buildings and Grounds Care (Gardening, maintenance, housekeeping, painting, etc.)

Contact: Tina Freyhof 513.752.9267 tfreyhof.tf@gmail.com

MINISTRY	DESCRIPTION	SERVANTS NEEDED	FREQUENCY	TIME COMMITMENT	Response
Handy Person	Small maintenance tasks around the church properties such as trimming trees, small electric and plumbing jobs, light construction, and other small tasks, as directed by the Trustees.	Unlimited	As needed	Dependent on the job	□ Done Before□ Doing Currently□ Willing to Serve
Operation "Adopt an Area"	Any team, group or individual can "Adopt an Area" of property and commit to care for it any time during a designated period. Grounds cleanup, raking leaves, mulching, etc.	Unlimited	As needed.	Dependent on job at hand	□ Done Before□ Doing Currently□ Willing to Serve

Care Team (Visit homebound, hospitals, meals, assist seniors, sending cards, etc.)

Contact: Linda Reasoner 513.753.7001

linda.reasoner@gmail.com

MINISTRY	Description	Servants Needed	FREQUENCY	TIME COMMITMENT	Response
Shepherd	Make monthly check-ins to a Flock (portion of the Mt. Moriah Church family) for encouragement, conversation and connection through phone calls, emails, letters, etc.	12	Determined by individual	2-4 hours per month	□ Done Before□ Doing Currently□ Willing to Serve
Visitors to Shut-ins	Visit a person who formerly could freely move about but is now living at home, in a nursing home or other care center and unable to attend church functions. Provide Communion during the visit.	20	Once or twice a month	1-2 hours plus occasional training	□ Done Before□ Doing Currently□ Willing to Serve
Phone calls to shut-ins	Regular check in calls reported to Care Team Coordinator	Unlimited	Once or twice a month	1-2 hours plus occasional training	□ Done Before□ Doing Currently□ Willing to Serve
Drivers	Provide transportation for medical appointments, grocery shopping, prescriptions, church events, etc. (reimbursement for mileage/gas is not provided.)	20	As needed	Varies	□ Done Before□ Doing Currently□ Willing to Serve
Small home repairs	Perform small home repairs for those unable to do those tasks. Requestors pay for material and supplies	10	As needed	Varies	□ Done Before□ Doing Currently□ Willing to Serve

Care Team (Continued) (Visit homebound, hospitals, meals, assist seniors, sending cards, etc.)

Contact: Linda Reasoner 513.753.7001 linda.reasoner@gmail.com

MINISTRY	DESCRIPTION	Servants Needed	FREQUENCY	TIME COMMITMENT	Response
Food Ministry	Provide meals or portions of meals to those temporarily in need. Persons providing this service should be able to follow instructions pertaining to dietary requirements	10	As needed	2 hours	□ Done Before□ Doing Currently□ Willing to Serve
Funeral Hospitality	Assist in serving lunch to bereaved family and friends. Assist in setup and cleanup as needed.	3-4 (group size determines need)	As needed	4-5 hours per luncheon	□ Done Before□ Doing Currently□ Willing to Serve

Communications Team (Website, newsletter, photo or video, publicity, sign messages, etc.)

Contact: Charlotte Bailey 513.752.1333 office@mtmoriahumc.org

MINISTRY	Description	SERVANTS NEEDED	FREQUENCY	TIME COMMITMENT	RESPONSE
	Write articles for the monthly newsletter, The Life/Faith		Monthly or bi-	1 2 1	☐ Done Before
Publicity	Connection. Coordinate information placement in local	2-4	Monthly or bi- monthly	1-2 hours per article	☐ Doing Currently
	newspapers.		,		☐ Willing to Serve
				41	☐ Done Before
Photographer	Take photographs of various church activities, special events, etc.	1-2	As needed	About 2 hours per month	☐ Doing Currently
	cic.				☐ Willing to Serve
	Maintain website. Post/remove content to maintain current information	1-2	As needed	1-2 hours per session	☐ Done Before
Web Servant					☐ Doing Currently
					☐ Willing to Serve
				Varies	☐ Done Before
Social Media	Post on Facebook and other social media on behalf of the church; promote church posts to others on social media.	1-2	As needed		☐ Doing Currently
	church, promote church posts to others on social media.				☐ Willing to Serve
					☐ Done Before
Historian	Compile and maintain record of events and activities significant in the history of Mt. Moriah Church	1-2	As needed	As needed	☐ Doing Currently
	organicant in the instory of the monan officient				☐ Willing to Serve

Contact: Janet Wehrle 513.205.0733 janet.wehrle@yahoo.com

MINISTRY	DESCRIPTION	Servants Needed	FREQUENCY	TIME COMMITMENT	Response
Outside Greeters	Welcome people as they arrive at the covered veranda. Assist anyone from parking lot as necessary. Be alert for newcomers.	24	One Sunday each month for 12 months	30 minutes before worship	□ Done Before□ Doing Currently□ Willing to Serve
Inside Greeters	Welcome people as they arrive in the narthex. Assist them in finding classes, nursery, answer questions, etc. Be alert for newcomers.	24	One Sunday each month for 12 months	30 minutes before worship	□ Done Before□ Doing Currently□ Willing to Serve
Information Table Host	Welcome people at the information table. Distribute information, answer questions, be alert for newcomers	24	One Sunday each month for 12 months	30 minutes before worship	□ Done Before□ Doing Currently□ Willing to Serve
Refreshment Table Service	Ensure welcome table is stocked with supplies, and coffee is fresh and hot for services (COVID Suspension)	2-16	If enough willing to serve, could be once a month	30 min of end of	□ Done Before□ Doing Currently□ Willing to Serve

Family Ministries Team (Work with families, children, youth and adults)

Contact: Natalie Claytor 419.607.3140 family.ministries@mtmoriahumc.org

MINISTRY	Description	SERVANTS NEEDED	FREQUENCY	TIME COMMITMENT	Response
Childcare Nursery Workers	Arrive in nursery 15 minutes prior to start of worship and provide loving care to infants through age 3.	4-8	As needed; minimum of once per month	1 ½ hour per service	□ Done Before□ Doing Currently□ Willing to Serve
Mom's Group Leader	Plan and coordinate monthly Mom's Group meetings.	1 -2	Determined by subject matter and servant	As required	□ Done Before□ Doing Currently□ Willing to Serve
Middle School (grade 6-8) Youth Leader	Plan and lead regular meetings and special activities for Mt Moriah youth	2-4	Twice monthly	2-3 hours per week	□ Done Before□ Doing Currently□ Willing to Serve

Family Ministries Team (continued) (Work with families, children, youth and adults)

Contact: Natalie Claytor 419.607.3140 family.ministries@mtmoriahumc.org

MINISTRY	DESCRIPTION	SERVANTS NEEDED	FREQUENCY	TIME COMMITMENT	RESPONSE
High School (grade 9-12) Youth Leader	Plan and lead regular meetings and special activities for Mt. Moriah youth	2-4	Twice monthly	2-3 hours per week	□ Done Before□ Doing Currently□ Willing to Serve
Sunday Faith Formation Lead Teacher	Prepare and lead age appropriate lessons from a standard curriculum—Pre-school-2nd grade; 3rd-5th grade; 6th-8th grade; 9th-12th grade.	9-10	Weekly during given term of the program time on Sunday	1-3 hours per week (includes preparation time each week)	□ Done Before□ Doing Currently□ Willing to Serve
Sunday Faith Formation Assistant	Assist lead teacher with the Sunday lesson—Pre-school-2nd grade; 3rd-5th grade; 6th-8th grade; 9th-12th grade.	9-10	Same as above	1-2 hours per week	□ Done Before□ Doing Currently□ Willing to Serve
Substitute Faith Formation Teacher	As needed in a classroom—Pre-school-2nd grade; 3rd-5th grade; 6th-8th grade; 9th-12th grade.	5-6	Same as above	1-2 hours as needed	□ Done Before□ Doing Currently□ Willing to Serve
Vacation Bible School (VBS) Director	Work with the Family Ministries Director to produce 5-day program for preschool and elementary-aged children.	1	5 days/evenings in July or August; planning and prep time	3 ½ hours each session	□ Done Before□ Doing Currently□ Willing to Serve
VBS Station Leaders	Lead a specific area during VBS—games, stories, crafts, music, etc. Students will come to you. Perfect for those who like to prepare one thing and repeat it.	6	5 days/evenings in July or August; planning and prep time	3 ½ hours each session	□ Done Before□ Doing Currently□ Willing to Serve
VBS Crew Leaders	Travel with students as they go through the various stations of the VBS experience. Great for those who prefer not to prep/teach.	6-8 depending on # kids	5 days/evenings in July or August	3 ½ hours each session	□ Done Before□ Doing Currently□ Willing to Serve
VBS Assistants	Help with behind-the-scenes logistics like snacks, tech crew, photographer, etc.	8-10	5 days/evenings in July or August	3 ½ hours each session	□ Done Before□ Doing Currently□ Willing to Serve

Fellowship Activities (Spending time making friendships with others.)

MINISTRY	DESCRIPTION	SERVANTS NEEDED	FREQUENCY	TIME COMMITMENT	Response
AMA's (Almost Mature Adults)		Unlimited	Monthly activity plus special service projects	3 hours per month	□ Done Before□ Doing Currently□ Willing to Serve
TBD	Establish program that reaches out to and engages with younger adults. This is a NEW ministry opportunity! Contact Pastor Kerry Wood kerry.wood@mtmoriahumc.org	Unlimited	Monthly activity plus special service projects	3 hours per month	□ Done Before□ Doing Currently□ Willing to Serve

Missions Team (Giving time, resources and prayer to help others in Jesus' name locally and around the world)

Contact: Kim Schraut 513.518.1206 boatingschr@yahoo.com

MINISTRY	DESCRIPTION	SERVANTS N EEDED	FREQUENCY	TIME COMMITMENT	Response
Christmas Anonymous	An annual mission providing Christmas for the needy. Servants shop for food, clothing, toys, etc., then sort and wrap.	Unlimited	Annually prior to Christmas	Coordinator assigns tasks that vary in length	□ Done Before□ Doing Currently□ Willing to Serve
SEM & Inter Parish Ministry	Delivery of donated food and non-perishable items to the pantries	3-5	As needed	1-2 hours per delivery	□ Done Before□ Doing Currently□ Willing to Serve
Dinner for Sauls Homeless Shelter	Prepare/deliver a meal the 2nd Saturday of each month. Individuals and/or groups are asked to prepare meals for those served by the Sauls Homeless Shelter in Batavia	12 teams	Monthly meals, different group each time	Varies according to meal prep	□ Done Before□ Doing Currently□ Willing to Serve
Purls & Chains	Knitting & crocheting items for others	Unlimited	Once/week	2 hours per week	□ Done Before□ Doing Currently□ Willing to Serve

Missions Team (continued) (Giving time, resources and prayer to help others in Jesus' name locally and around the world)

Contact: Kim Schraut 513.518.1206 boatingschr@yahoo.com

MINISTRY	DESCRIPTION	Servants Needed	FREQUENCY	TIME COMMITMENT	RESPONSE
Youth Missions Trips	ASP—Appalachian Service Project—Hands on mission for youth 14+ with adult team leaders Local missions experiences for youth 12+ with adult team leaders	Unlimited	Typically June Typically in July or August	1 week plus training and team building	□ Done Before□ Doing Currently□ Willing to Serve
United Methodist Women	General meetings open to any woman of any age. Business, information and entertaining programs. Participate in 2 circles (smaller units) – Jochebed, Susanna. Fellowship, support, Bible study, mission projects, food and fun	Unlimited	Monthly general meeting and circle meeting. Occasional fund raising events	1 hour and up to your availability	□ Done Before□ Doing Currently□ Willing to Serve
United Methodist Men	General meeting open to any man of any age. Fellowship, support, food and diverse projects; e.g., Spaghetti Dinner, golf outings, Steak & Chicken Fry, Soup/Chili Fest.	Unlimited	Monthly general meeting plus special events	1 ½ hours monthly, 3-4 hours per event	□ Done Before□ Doing Currently□ Willing to Serve

Prayer Team (Hear Our Prayer Emmanuel [HOPE] Servants, Prayer tree, Prayer Vigils, Intercessory Prayer, etc.)

Contact: Linda Curless 513.432.4483 curlessld@hotmail.com

MINISTRY	DESCRIPTION	SERVANTS NEEDED	FREQUENCY	TIME COMMITMENT	RESPONSE
HOPE Prayer Steward	Coordinates and schedules the Prayer Servants for each Service	1/year	yearly	Varies	□ Done Before□ Doing Currently□ Willing to Serve
HOPE Prayer Servants	Will lead the prayer time immediately following each Sunday Service.	4-6 per Sunday	Once a month	Varies	□ Done Before□ Doing Currently□ Willing to Serve
HOPE Prayer Warriors	Those who will join the prayer servants after each service.	Unlimited	Opportunities each week	15 minutes	□ Done Before□ Doing Currently□ Willing to Serve

Prayer Team (continued) (Hear Our Prayer Emmanuel [HOPE] Servants, Prayer tree, Prayer Vigils, Intercessory Prayer, etc.)

Contact: Linda Curless 513.432.4483 curlessld@hotmail.com

MINISTRY	DESCRIPTION	SERVANTS NEEDED	FREQUENCY	TIME COMMITMENT	Response
Prayer Servant (email)	Pray for members & friends, the world, Mt. Moriah's programs, etc. as requests are received by email	Unlimited	Normally requests received once daily	Varies	□ Done Before□ Doing Currently□ Willing to Serve
Prayer Request Replier	Write notes to those who have requested prayer.	Unlimited	Weekly	Varies	□ Done Before□ Doing Currently□ Willing to Serve

Worship Team (Prepare and/or lead worship, bring praise through music and arts)

Contact: Kerry Wood 513.752.1333

kerry.wood@mtmoriahumc.org

513.553.0930 douglasheflin21@gmail.com

Contact: Doug Heflin

MINISTRY	DESCRIPTION	Servants Needed	FREQUENCY	TIME COMMITMENT	Response
Worship Liturgist	Lead congregation in responsive readings and prayer – call to worship, offertory prayer, etc.	104	1 or more Sundays per year	1 -1 ½ hours per service	□ Done Before□ Doing Currently□ Willing to Serve
Usher	Welcome worshipers, distribute bulletins and assist with seating. Present offering and assist with communion as needed. Pick up waste and straighten pew racks following the service	96	Every Sunday for one month per year	1-1 ½ hours per service	□ Done Before□ Doing Currently□ Willing to Serve
Media operator	Operate PowerPoint before and as-needed during service. Appropriately adjust sound equipment for tone and balance. Initiate and monitor livestream of worship service for our YouTube channel	12	Every Sunday for one month per year	1 – 1 ½ hours per service	□ Done Before□ Doing Currently□ Willing to Serve
Altar Team	Be sure altar candles and wicks for the candlelighter are stocked, change parament cloths as required by the liturgical season. Decorate altar according to sermon themes and/or liturgical season.	2-4	As needed	1-1 ½ hours	□ Done Before□ Doing Currently□ Willing to Serve
Pew Patrol	Ensure envelopes, attendance pads or contact cards and prayer cards are straightened and stocked for the next worship service (COVID Suspension)	2-12	Weekly to every two weeks	1-1 ½ hours	□ Done Before□ Doing Currently□ Willing to Serve

Worship Team (Continued)

Contact: Kerry Wood 513.752.1333

Contact: Doug Heflin 513.553.0930

kerry.wood@mtmoriahumc.org douglasheflin21@gmail.com

MINISTRY	DESCRIPTION	Servants Needed	FREQUENCY	TIME COMMITMENT	RESPONSE
Acolyte	Light candles prior to worship and extinguish candle after worship	2 per Sunday	One Sunday per month	1 - 1 ½ hour per service	□ Done Before□ Doing Currently□ Willing to Serve
Communion Preparation	Prepare elements for communion. Clean and properly store tray, plates, cups, etc.	2 or more	Once per month	1 ½ hours per service	□ Done Before□ Doing Currently□ Willing to Serve
Communion Servers	Assist Pastor with serving communion elements during Sunday worship (COVID Suspension)	24	One Sunday of month, once or more per year	1 – 1 ½ hours per service	□ Done Before□ Doing Currently□ Willing to Serve
Adult Choir	Sing at worship services, and at special services. Rehearse every Wednesday 7:30 – 8:45 pm.	Unlimited	Each Sunday, Sept – May plus rehearsals	2 ½ - 3 ½ hours per week	□ Done Before□ Doing Currently□ Willing to Serve
Prior Choir	Summer choir program. Meet before service in which you sing. See Music Director for details.	Unlimited	Occasional Sundays June - August	1 ½ - 2 ½ hours per week	□ Done Before□ Doing Currently□ Willing to Serve
Wind Ensemble	Players of any brass or woodwind instrument come together and play periodically in worship. Rehearse every Wednesday 6:35 – 7:25 pm	Unlimited	As announced plus weekly rehearsal	1 hour per rehearsal plus worship	□ Done Before□ Doing Currently□ Willing to Serve
Special music	Share vocal and instrumental talents.	Unlimited	During summer and as announced	As needed	□ Done Before□ Doing Currently□ Willing to Serve
Musicals and drama	Act, sing and dance in God-centered dramas & musicals	Unlimited	During summer and as announced	As needed	□ Done Before□ Doing Currently□ Willing to Serve

Worship Team (Continued)

Contact: Kerry Wood 513.752.1333

Contact: Doug Heflin 513.553.0930

kerry.wood@mtmoriahumc.org douglasheflin21@gmail.com

MINISTRY	DESCRIPTION	Servants Needed	FREQUENCY	TIME COMMITMENT	Response
Praise Band	Bring musical leadership in Sunday worship. Singers, guitarists, keyboardists and drummers welcome. Rehearse every Wednesday 5:30 – 6:30 pm	Unlimited	Periodic performances as announced	1 ½ hour rehearsal plus worship	□ Done Before□ Doing Currently□ Willing to Serve
Hands of Praise & Heritage Signers	Signing Choirs An opportunity to praise the Lord through the use of singing & sign language. Members from the very young (elementary school) to the not so young, but willing to learn!	Unlimited	Rehearsal & periodic performances	1 hour per rehearsal. Perform as announced	□ Done Before□ Doing Currently□ Willing to Serve

Other Service Opportunities

Church Leadership Team—this group formulates the policies and approves the budget for all ministries of the church. It is the top administrative body for the congregation. Within the CLT are the Human Resources subteam and the Stewardship/Finance subteam. Membership is by nomination of the Lay Leadership Development team and approved by the annual Charge/Church conference (see below). Members serve three year terms.

Trustees—this group oversees the facilities (all buildings and grounds) of Mt Moriah Church and is the legal entity for entering contracts with other organizations. Membership is by nomination of the Lay Leadership Development team and approved by the annual Charge/Church conference (see below). Members serve three year terms.

Lay Leadership Development Team—chaired by the pastor, this group is responsible for nominating all persons who must be approved by the annual Charge/Church conference (see below) to hold administrative leadership positions within the church. It is also entrusted with programs to develop new leaders within the church.

If you are interested in any of these teams, please contact Pastor Kerry Wood for more information.

A *Charge conference* is a specially called meeting for the church where the Church Leadership Team votes on specific business that can only be approved in a charge conference setting. It is presided by either the district superintendent or another elder in-full-connection to the Annual Conference. Church members may participate in a charge conference but are not allowed to vote.

A *Church conference* is a specially called meeting for the church where the entire membership votes on specific business that can only be approved in a church conference setting. It is presided by either the district superintendent or another elder in-full-connection to the Annual Conference.