



Central

United Methodist Church

Rogers, Arkansas

479.636.1630

[www.cumcrogers.com](http://www.cumcrogers.com)

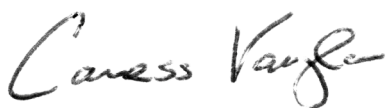
Every Member  
in Ministry  
Guide Book

2012

# A word from the pastor

Thank you so much for your interest in serving Christ through Central United Methodist Church. As we seek to get Every Member in Ministry, we are committed to helping you find the place of service that fits your passion and your giftedness. I hope you'll take time not only to fill out the EMiM form but also to use this handy guide to assist you.

Our goal is not to just fill slots; our goal is to have every member be able to say, "I know I'm right where God wants me to be, because I love this and God's given me a passion for it!" We as a church staff will be praying for you as you read this booklet through and fill out your form; please know we are here to assist you as you seek God's will in the area of service.



Rev. Carness Vaughan

Senior Pastor

Central United Methodist Church, Rogers, AR



# How to use this guide

This booklet is designed to guide you in filling out the 'Every Member in Ministry' (EMiM) form.

Central put this booklet together to help you choose the right area of service for you. Hopefully with the help of this guide, you will be able to find where your gifts and the churches needs connect..

You will find basic descriptions for each area of service offered along with a contact person and phone number if you have additional questions. Adjacent to the title of each service opportunity you will find abbreviations that correspond to spiritual gifts. For example (Ld—leadership)

Each Christian has certain spiritual gifts that are personally customized by God for you. Knowing what your gifts are could possibly help you determine which areas of service are right for you.

## Things you need to know

You need to determine what your Spiritual Gifts are, if you do not already know. To find out go to [www.cumcrogers.com](http://www.cumcrogers.com) and click on the tab 'Spiritual Gifts Test', found in the EMiM section of the navigation bar. Print out the test and follow the instructions. If it has been a few years since the last time you took the test, take another one, you might be surprised at the results!

You need to fill out a new EMiM form every year. If you have served in one area in the past, do not assume that we 'know' you will continue in that service again. We need you to tell us where YOU want to serve.

Some service opportunities have changed from the previous year and might require minimal training.

# Spiritual Gifts

- Ad Administration** - One that can organize people effectively for accomplishing the objectives of ministry. Administrators have the ability to apply resources where they will do the greatest good.
- Ev Evangelism** - Persons gifted in this area have a strong desire to share the gospel with non-believers in every situation and by all possible means. Jesus Christ. These persons look for areas where the need for the gospel is greatest and are willing to make personal sacrifices to share the gospel.
- Ex Exhortation** - Persons gifted in the area of exhortation have a special ability to encourage others in the body of Christ by giving them words of comfort, encouragement, and counsel in times of need. They are attracted to individuals seeking spiritual growth and often are willing to share their past personal failures to help motivate others toward greater spiritual maturity.
- Gi Giving** - Those with the motivational gift of giving are the "arms" of the body. They truly enjoy reaching out in giving. They are excited by the prospect of blessing others; they desire to give quietly, in secret, but will also motivate others to give. They are alert to people's needs; they give cheerfully and always give the best that they can.
- He Helps** - This gift of support and behind-the-scenes effort make groups, families and congregations more effective. Many are gifted to handle the tasks that are essential, yet often less glamorous. Helpers love to serve others, support others, and assist others in the important work of ministry and mission.

# Spiritual Gifts

- Ho Hospitality**—Persons gifted in the area of hospitality have the ability to make guests feel comfortable and at home. They have a desire to provide a warm welcome to guests, whether in a ministry or social setting.
- Ld Leadership**—Those with the motivational gift of leadership have the ability to see the overall picture and set long-term goals; they are good organizers and find efficient ways of getting work done. They often have the ability to lead others toward spiritual growth.
- Me Mercy**— Those gifted in mercy have immediate compassion for those who are suffering physically, spiritually, or emotionally. They derive great joy from meeting the needs of others and often attract people who are in distress.
- Pr Prophecy** - People with the gift of prophecy have the ability to proclaim God's truth without compromise. They are often incisive, clear and sometimes controversial, communicators.
- Se Service** – Service is the gift of doing for others, sometimes to the exclusion of meeting personal needs. They are concerned with meeting needs; they are highly motivated, doers. They may tend to overcommit, but find joy in serving and meeting short-term goals. They serve with a sense of identity and calling that goes beyond themselves.

# Spiritual Gifts

**Sh Shepherd** – The gift of shepherding is the gift of mentoring and providing spiritual guidance to others to help them to develop in the discipleship and faith formation. Shepherds take an active and individualized interest in the life and faith of others. Shepherds share from their own faith journey to make the way easier for others.

**Te Teaching** - The teacher and the pastor are often a shared office, but not always. The teacher lays the foundation and is concerned with detail and accuracy. They delight in research to validate truth. Good teachers are more concerned with transformation rather than information. Persons gifted in this area have the ability to explain God's truth so that others can understand and apply it to their lives.

“There are different kinds of spiritual gifts, but they all come from the same Spirit. There are different ways to serve the same Lord, and we can each do different things.

Yet the same God works in all of us and helps us in everything we do.”

1 Corinthians 12: 4-6

# Office assistance

## Library Helper

Ad He

Volunteer in the library to help shelve and care for books.

Contact: CUMC office 479.636.1630

## EMiM Administrative Help

Ad He

Organize data and help with mailings or contacts.

Contact: CUMC office 479.636.1630

## Office Clerical Help

Se Ad

Answer phones, stuff envelopes, light computer skills.

Contact: CUMC office 479.636.1630

## Pew Crew

Se He

Clean out and replenish chair pockets with supplies for Sunday worship

Contact: CUMC office 479.636.1630

# Central men

## Men's Recreation

Ex

Individuals who would like to participate in current activities (softball and basketball) or start other recreational activities for men.

Contact: Rev. Alex Workman 479.636.1630 or 270.4969

## Men's Bible Study

Ex Te

Men of any age who are interested in participating in a Bible study or establishing a new Bible study focused on and for men.

Contact: Rev. Alex Workman 479.636.1630 or 270.4969



# Central women

## **Women's Gala Table Server (men)**

He Se

Men of the church serve dinner to the ladies at the Women's Gala held on the first Friday of May each year. This is a fun event enjoyed by all. This commitment is very short term.

Contact: Karen Brown 479.636.1630

## **Rummage Sale Helper**

He Se

Help with sorting and staging sale items. Help on the days of the sale. Proceeds go towards children, youth, and women's ministries.

Contact: Karen Brown 479.636.1630

## **UMW Circle — Priscilla**

Se Me

The Priscilla Circle meets the 4<sup>th</sup> Thursday of the month at 9:30 am, and their primary focus is making pillows for mastectomy patients.

Contact: Karen Brown 479.636.1630

## **UMW Circle — Susannah**

The Susannah Circle meets the 4<sup>th</sup> Thursday of the month at 1:00 pm, and is primarily a Book Review Circle, but have other outside programs throughout the year.

Contact: Karen Brown 479.636.1630

## **Host Women's Gala Table**

Se He

Hostess a decorated table at the Women's Gala in May. Tables are decorated with a theme by the hostess and tickets are sold for the event.

Contact: Karen Brown 479.636.1630

## **Tour of Homes Committee**

Ad

Planning and working with committee members for the Christmas Brunch and Tour of Homes held in December

Contact: Karen Brown 479.636.1630



### **Show Home on Tour**

Ho

Show home on the Christmas Tour of Homes held in December.

Contact: Karen Brown 479.636.1630

### **Prayer Shawl Ministry**

Me Se

The Prayer Shawl Ministry is a unique way to reach out with love and care to others who are hurting, to comfort those in need of healing, to console those who are grieving, to bring hope to those in despair or in transition.

Contact: CUMC office 479.636.1630

## **Children's ministries**

### **Vacation Bible School Elementary Director** Le Sh

Responsible for recruiting, coordinating and leading a team of volunteers before and during VBS. Must be Safe Sanctuary certified.

Contact: Karen Anderson 479.636.1630

### **Vacation Bible School Preschool Director** Le Sh

Responsible for recruiting, coordinating and leading a team of volunteers before and during VBS. Must be Safe Sanctuary certified.

Contact: Karen Anderson 479.636.1630

### **Vacation Bible School Registration** Ad Ho

Organize paperwork for children entering VBS and making sure each child has a nametag.

Contact: Karen Anderson 479.636.1630

### **Vacation Bible School Adult Group Leader** Ad Le

Responsible for shepherding groups of children to different areas of VBS and ensuring the safety of the children in their care. Must be Safe Sanctuary certified.

Contact: Karen Anderson 479.636.1630

### **Vacation Bible School Sing and Play** Te Sh

Responsible for leading groups of preschool children in song and movement to reinforce the Bible point during VBS. Must be Safe Sanctuary certified.

Contact: Karen Anderson 479.636.1630



### **Vacation Bible School Crafts** Te Se

Responsible for helping groups of children express themselves through crafts that reinforce the Bible point during VBS. Must be Safe Sanctuary certified.

Contact: Karen Anderson 479.636.1630

### **Vacation Bible School Games** Te He

Responsible for helping groups of children put into action the Bible point during VBS. Must be Safe Sanctuary certified.

Contact: Karen Anderson 479.636.1630

### **Vacation Bible School Snack** Sv Ho

Responsible for purchasing and organizing snacks for children during VBS. Must be Safe Sanctuary certified.

Contact: Karen Anderson 479.636.1630

### **Vacation Bible School Drama** Te Sh

Children will see the stories behind the daily Bible point come to life as you lead them through dramatic experiences. Must be Safe Sanctuary certified.

Contact: Karen Anderson 479.636.1630

### **Vacation Bible School Hospitality Coordinator** Ho Le

Organize nice snacks and relaxing environment for those volunteering with children during VBS.

Contact: Karen Anderson 479.636.1630

### **Baby Rocker** Me

Soothe and nurture our youngest members while their parents are in worship or Sunday school. Nursery staff will always be present to take care of the "dirty" work! Must be Safe Sanctuary certified.

Contact: Karen Anderson 479.636.1630

**Children’s Church Leader**

Ad Sh

Using provided, age-appropriate curriculum, lead lessons approximately 30 min. in length during the last half of contemporary or late-traditional worship. For ages 3 years through Kindergarten. Must be Safe Sanctuary certified.  
Contact: Karen Anderson 479.636.1630

**Children’s Church Shepherd**

Te Sh

Assist during lessons approximately 30 minutes in length during the last half of contemporary or late-traditional worship. For ages 3 through Kindergarten. Must be Safe Sanctuary certified.  
Contact: Karen Anderson 479.636.1630

**Preschool Sunday School Leader**

Le Sh

Guide children as they grow in their love and understanding of themselves, of God, of God’s love through Jesus Christ, & of how we can share the love of Jesus with others. School year commitment preferred. Must be Safe Sanctuary certified.  
Contact: Karen Anderson 479.636.1630

**Preschool Sunday School Shepherd**

Ad Sh

Assist the Preschool Sunday School Leader. Must be Safe Sanctuary certified.  
Contact: Karen Anderson 479.636.1630

**Cross Training Workshop Leader**

Te Sh

During a unit of study, lead the same lesson 4 or 5 weeks in a row to different groups of elementary aged children each Sunday morning. Must be Safe Sanctuary certified.  
Contact: Karen Anderson 479.636.1630

**Cross Training Shepherd**

Ad Sh

Shepherds build relationships with children and enable workshop leaders to focus on teaching the lesson. Shepherds are the nurturing “constant” for our elementary aged children on Sunday mornings. School year commitment preferred. Must be Safe Sanctuary certified.  
Contact: Karen Anderson 479.636.1630





**Wednesday Night Live Leader**

Te Sh

Using provided, age-appropriate curriculum, lead lessons 45 minutes in length during our WNL school-year programming. Elementary age children. Must be Safe Sanctuary certified.

Contact: Karen Anderson 479.636.1630

**Wednesday Night Live Shepherd**

Ad Sh

Assist with lessons 45 minutes in length during our WNL school-year programming. Elementary age children. Must be Safe Sanctuary certified.

Contact: Karen Anderson 479.636.1630

# Youth ministries

**Confirmation Mentor**

Te Ex

Each conformant chooses an active adult member of the congregation to serve as his or her confirmation mentor. A mentor is a trusted counselor, guide and role model who accompanies the young person on the confirmation journey. Must be Safe Sanctuary Certified.

Contact Kenny Hewins 479.636.1630 / 479.619.6061

**Bible Study Small Group Leader**

Te Ex

The leader must be prepared for each meeting, be knowledgeable of the material to be covered as well as spiritually prepared to lead youth in a personal relationship with God. Must be Safe Sanctuary Certified.

Contact Kenny Hewins 479.636.1630 / 479.619.6061

**Youth Trip Chaperone**

Sh

A person 5 years older than the oldest participant who accompanies students at any church activity or gathering to ensure proper behavior. Must be Safe Sanctuary Certified.

Contact Kenny Hewins 479.636.1630 / 479.619.6061

**Youth Trip Van/Bus Driver**

So

### Youth Trip Van/Bus Driver

Se

Same as the chaperone but willing to drive a van or bus (CDL required to drive bus). Must be Safe Sanctuary Certified.

Contact Kenny Hewins 479.636.1630 / 479.619.6061

### Sunday School Leader

Te Ad

To administer the growth of a Youth Sunday school class by planning weekly for effective Bible study & disciple teenagers in their relationship with God. Must be Safe Sanctuary Certified.

Contact Kenny Hewins 479.636.1630 / 479.619.6061

### Sunday or Wednesday Night Helper

Se He

Consistently attend Sunday night youth, encourage students to join in with games, programs and discussions. Must be Safe Sanctuary Certified.

Contact Kenny Hewins 479.636.1630 / 479.619.6061



## Service

### Mission Trips

Se

Contact Les Oliver 479.636.1630

### Emergency Response Team

Me Se

In state emergency responders to storms or other natural disasters. To be able to go at a moment's notice.

Contact Les Oliver 479.636.1630



# Hospitality

## **Sunday Morning Greeter**

Ho

Welcome all members and visitors into church building. Greeters need to be able to answer questions, direct people to different services, areas and classes.

Contact: Rev. Alex Workman 479.636.1630 / 479.270.4969

## **Ushers**

Se Ad

Volunteers are needed to help in all 3 services at least one Sunday a month. Responsibilities include but are not limited to; handing out bulletins, helping people find open seating, collecting the offering and directing traffic flow for communion

Contact: Rev. Alex Workman 479.636.1630 / 479.270.4969

## **Bonus Baker**

Se He

Baking an extra batch of cookies, dessert breads, muffins, for the Sunday morning Fellowship Table when baking for the family and bring to the church at any time to put in the freezer for future Sundays.

Contact Karen Brown 479.636.1630

## **Sunday Morning Welcome Desk**

Ho

This volunteer needs to be able to visit with and answer visitor questions.

Contact: Rev. Alex Workman 479.636.1630 / 479.270.4969

## **Prayer Team**

Me Ex

Be a part of our growing and exciting new prayer ministry here at Central. Watch how God answers prayers and tends to the needs of His flock.

Contact: Rev. Alex Workman 479.636.1630 / 479.270.4969

# Facilities

## **Bus or Van Driver**

He Se

Volunteer to drive a church vehicle to special events outside of the church. The bus requires a CDL license.

Contact: Karen Brown 479.636.1630

## **Maintenance/Repairs & Grounds**

He Se

Volunteer to work with the Maintenance Supervisor providing help in maintenance and repairs to the building, and/or gardening and mowing in the warmer months.

Contact: Brian Tomlin or Karen Brown 479.636.1630

# Worship and music

## **Communion Server**

He

Serve Communion at 9:00 or 11:00 Worship, one/two times per year.

Contact: Les Oliver 479.636.1630

## **Scripture Reader**

Ex

Read Scripture at 8:30 and/or 11:00 Worship, one/two times per year.

Contact: Les Oliver 479.636.1630

## **Acolyte**

Se

Be a team member of Acolytes for 11:00 worship. Grades 5-12

Contact: Evy Lamb 479.636.1630

## **Sacred Worship Arts Team**

Helping ministers design visuals for worship....short term

Contact: Les Oliver 479.636.1630

## **Play Instrument in Worship**

He

Electric, Acoustic, Stringed Instruments, Brass, and Woodwind PLAYERS NEEDED. Short-term and long-term commitments available.

Contact: Dawn Spragg or Les Oliver 479.636.1630

## **Vocals in Worship**

He

Choir and Contemporary Worship Singers wanted!

Contact: Dawn Spragg or Les Oliver 479.636.1630

### **SIGHT Youth Choir**

He

Singers always welcome: Grades 6-12, Sundays at 4:00 p.m.

Contact: Les Oliver 479.636.1630

### **Chancel Choir**

He

Singers always welcome: High School and Up, Rehearse Wednesdays at 6:30.

Contact: Les Oliver 479.636.1630

### **Generations Ringers**

He

High school and up hand bell choir. Rehearse Tuesday, at 6:30 p.m.

Contact: Evy Lamb 479.636.1630

### **Children's Choir Helper**

Se

Sh

Adult or older youth helpers in Wednesday Night Live music classes from 5:00 to 5:45.

Contact: Les Oliver 479.636.1630



## **Technology**

### **Sunday Morning Audio/Visual/Lighting**

He

Assist in worship with the visual material, lighting effects, and sound.

Weekday rehearsal and Sunday service.

Contact: Dawn Spragg 479.636.1630

### **Event Photographer**

He

Take pictures and assist in organizing and sharing on website.

Contact: Dawn Spragg 479.636.1630

### **Event Videographer**

He

Take video and assist in organizing and sharing on website.

Contact: Dawn Spragg 479.636.1630

# Outreach & congregational care

## **Bereavement Meal Helper**

Me Ho

A bereavement dinner is offered as an expression of love and care to the church family who has lost a loved one following the funeral/memorial service. Help is needed to prepare and serve the meal at the church.

Contact: Karen Brown 479.636.1630

## **New Baby Meal**

Me Ho

When a new baby arrives, two meals are prepared and delivered to the family to rejoice in the new birth and to allow the family to concentrate on their new arrival.

Contact: Karen Brown 479.636.1630

# Special events

## **Kitchen Help**

He

This task is helping in the kitchen to prepare the meal for special dinners held during the year.

Contact: Karen Brown 479.636.1630

## **Fellowship Events Break-Down**

Se

Help break down tables and chairs and cleaning up following special events.

Contact: Karen Brown 479.636.1630

## **Annual Community Christmas Dinner**

He

This community outreach dinner is held on Christmas Day providing a holiday meal to the church and the surrounding community. A list of areas to serve is provided around the first of November each year.

Contact: Karen Brown 479.636.1630

## **Seasonal Decoration**

He

We need team members particularly at the end of November to assist in decorating the Chapel, Sanctuary, and Doors for Christmas.

Contact: Les Oliver 479.636.1630

*Connecting People  
to  
Christ*