

Purpose of the *Ministry Opportunity Booklet*:

This booklet is intended to be a tool for those who desire to engage in ministry opportunities at the church and in our community. These activities are identified with specific spiritual gifts. Under each heading is a description of the spiritual gift and a listing of ministries in which someone possessing that gift might engage.

There is also a code listed below that will further help you decide if this ministry best suits your gifts, talents, and time. The first initials indicate a **staff person** you might contact for more information, the second set of initials indicates the **ministry group** that helps with that particular ministry and the last set of initials indicate the **amount of time** needed for that activity. Examples of the code are listed below.

Staff contact: **JP** - Joe Phelps **NM** - Nina Maples
 RH - Richard Hornbuckle **KC** - Kathy Collier
 RP - Renee Purtlebaugh **CH** - Carol Harston
 EH - Emily Hull

Ministry Groups: **Adult Education:** *AE* – Chair: Roy Fuler
 Children: *P&C* – Chair: Joshua Bonnett
 Church Fun and Fellowship: *CF&F* – Chair: Michelle Vaughn
 Committee on Ministry Groups: *COMG* - Chair: Janet Whiteley
 Family Enrichment: *FE*- Mark Stewart
 Finance: *Fin* – Chair: Stacey Huse
 Friday Church: *FC*- Chair: Cheryl Davis
 History: *HI*- Chair: Carrie Daniels
 Hospitality: *Hos* -Chair: Kathey GolightlySanders/LindaCampbell
 Missions and Justice: *M&J* – Chair: Robert Davis
 New Members: *NMem* – Chair: Reece and Sandy Little
 Personnel: *Per* – Chair: Kathy Belcher
 Preschool: *Pres*- Chair: Jennifer O’Neil
 Property and Space: *P&S* – Chair: Barbara Campbell/Richard Hornbuckle
 Publicity and Marketing: *P&M* – Chair: Rebecca Brown
 Ridgewood Partnership: *RBCP* – Chair: Ashley Campbell
 Senior Adults: *Sr.A* – Chair: Grundy and Jean Janes
 Stewardship: *Ste* – Chair: Greg Bunten
 Technology: *Tech* – Chair: Steve Brown
 Trustees: *TR* – Chair: Dan Moyers
 Wedding: *WMG* – Chair: Ronnie Gilbert
 Worship: *Wor* – Chair: Philli[Garrett and Bill Ockerman
 Young Adults – *YA* – Chair: Davud Bannister and Rob Poff
 Youth: *You* – Chair: Katie Williams and Dan O’Neil
 Ministry Planning Team Chair: **Mary Burks Price**
 Deacons: *Dea* – Chair: Bill Campbell ; Co-Chair: Lee Cave

Length of Commitment: **LT** – long term; **ST** – short term; **OTE** – one time event;
RT – rotating basis

Ministry Opportunities at Highland Baptist Church

Administration: *This gift will benefit you in understanding and setting goals for various groups and organizations. It will give you direction in making plans to achieve those goals. You will plan programs, work with facts and/or figures, and see that goals and ideas are accomplished (I Cor.12:28, Romans 12: 6-8, Acts 6:1-4).*

- **Organizing Volunteers** – A volunteer might help enlist, train and coordinate other volunteers for projects or events. (NM/COMG, PRE, CHIL, YOU ST)
- **Habitat for Humanity Coordinator** – HBC was instrumental in assembling a group of Louisville Baptist to build a Habitat House for low-income families. More than ten homes have been built to date. A volunteer might serve as a coordinator for fund-raising and crew-raising for the annual effort as well as work on building the house. (JP, RH/M&J ST) *Also listed under Craftsmanship/Manual.*
- **Ministry Group Chair** – A volunteer would be nominated by the Committee on Ministry groups to serve in this capacity. The chair would organize and run meetings as well as oversee the ministry of a particular group. (NM/COMG LT) *Also listed under Faith*
- **Ministry Planning Team Chair** – A volunteer would be nominated to serve in this position and would help oversee the work of the Ministry Planning Team (MPT). The MPT meets every other month and coordinates and facilitates the business of the ministry groups. (NM/COMG LT) *Also listed under Faith*
- **Committee on Ministry Groups** – A volunteer would work with this committee to help staff the various ministry groups of the church. (NM/COMG LT)
- **Finance Ministry Group** – A volunteer would be selected for this ministry group to help oversee, plan and coordinate the budget of the church. (JP/Fin LT) *Also listed under Faith*
- **Stewardship Ministry Group** – A volunteer would be selected for this ministry group to help instruct, encourage, and implement the work of the church body in the area of financial stewardship. A volunteer would also help educate the church about the various forms of stewardship besides financial giving. (JP/Ste LT)
- **Trustees** – A volunteer would be selected to help with matters such as insurance, contracts, and any legal issues that might arise. (JP/TR LT)
- **Organizing HCM Christmas and Thanksgiving Baskets** – A volunteer would work with Highland Community Ministries and the HBC community to provide food for those who need assistance in our area during the holidays. (NM OTE)
- **Capital Campaign** - A volunteer would help implement the capital campaign that is currently underway at the church. This would involve making decisions about how money is spent, how the building is going to be renovated, and communicating this to the church body. (JP LT)
- **Long Range Plan Team** – A volunteer would work to help implement the Long Range plan that was voted on by the church. This would include working as a liaison with ministry group chairs, and facilitating discussions between staff and ministry groups in order to keep the plan vital and moving forward. (NM LT) *Also under Wisdom*

- **GROW team captain - GROW** = “God Rewards Our Work.” A volunteer would enlist and coordinate a team of folks who once a month would write notes of encouragement or make phone calls to our visitors. (NM LT)
- **AV Coordinator** – A volunteer might organize all audio visual equipment, organize a check out system, and help maintain equipment and order parts or new equipment. (NM AE OG) *Also under **Helps/Service***

Craftsmanship – Manual/Arts: *This “gift” or talent will give you the ability to use your hands, thoughts, idea, and mind to further God’s Kingdom in the areas of maintenance and upkeep of God’s physical blessings or through artistic, creative means. (Exodus 31:1-5, II Chronicles 34:9-11, Ezekiel 27:4-9).*

- **Property and Space Ministry Group** – A volunteer would be selected to help plan and oversee the maintenance and preservation of the building. (RH/P&S LT)
- **Carpentry** – A volunteer might help with a simple carpentry project around the church such as fixing a door, repairing something that has been broken, etc. (RH/P&S OTE)
- **Painting** – A volunteer might help with paint touch ups or be called on to paint a room or hall. (RH/P&S OTE)
- **Snow Removal** – A volunteer would need to help shovel steps, sidewalks, and perhaps the driveway when there is a snowfall over a weekend. We do employ a commercial service to scrape the big driveways and parking lots. (RH/P&S OTE)
- **Monitoring the Parking Lot** – A volunteer might help put warning letters on cars that do not belong to members. A volunteer might need to coordinate the removal of cars from our lot on Wednesdays or Sundays. (RH/P&S ST)
- **Landscaping** – A volunteer might help water plants outside, plant flowers around our signs and by the front steps, help pick up fallen branches, trash, pull weeds, trim bushes or shrubs. (RH/P&S ST)
- **Odd Jobs** – From time to time there are jobs such as moving furniture, setting up chairs, moving tables, hauling things to the dump etc. (RH/P&S OTE)
- **Filling the Pew Racks and Brochure Holders** – A volunteer might fill the pew racks with offering envelopes, brochures, or other information. The visitor registries also need to be filled with informational materials as well as brochure holders around the church which require attention each month. (NM ST R)
- **Habitat for Humanity** – HBC was instrumental in assembling a group of Louisville Baptist to build a Habitat House for low-income families. Ten homes have been built to date. A volunteer might work on building the house. (JP/M&J ST) *Also listed under **Administration***
- **Making banners** – A volunteer would work with the worship ministry group to design and create banners for use in worship. (KC/Wor ST)
- **Art work** – A volunteer might design and create a painting or drawing that could be used on the bulletin cover, in the church building or for publications. (KC ST)
- **Graphic Design** – A volunteer might design and create a logo for programs of the church or help create a design for printed materials. (KC ST)

Evangelism: *This gift will give you the power to share the Good News of the love of Jesus with the lost in such a way that those with whom you share will come to know Jesus as their Lord and Savior (Eph. 4:11-12, Acts 5:42, Acts 8:4-8, Acts 11:20-21).*

- **Missions and Justice Ministry Group** – A volunteer would be selected to work with this group to dream, plan, implement and oversee missions within the community and around the world. (JP/M&J LT)
- **Friday Church** – This is a casual, contemporary worship service on Fridays at 7:00 p.m. that welcomes a wide array of visitors who may not feel comfortable at a Sunday worship service. A volunteer might play or sing in the band, serve as a host, offer care and follow-up to guests, work with childcare, or preach. To volunteer, contact Cheryl Davis. *Also under Leadership, Helps/Service and Exhortation.* (JP O&E LT R)
- **Bible Study leader** – A volunteer would be asked to teach a lesson to either preschool, children, youth, or adults on Sunday morning from 9:30-10:40 or on a Wednesday evening from 6:30-7:15. (NM/CH/CH/EH AE/You/Pre/Chi/YA LT) *Also listed as Knowledge/Teaching, Leadership, and Shepherding*
- **Speaker in Worship** – A volunteer could be called upon to give a testimony about a certain topic thus encouraging the congregation. (KC/Wor ST)

Exhortation: *This gift will allow you to speak words of comfort, encouragement, admonition or counsel to members of the Body in such a way that they will be strengthened and built up (Romans 12:6-8, Acts 14:21-22, Hebrews 10:24-25).*

- **Worship Ministry Group** – A volunteer would be selected for this group to help coordinate, and implement worship. This might include: preparing Lord's Supper, preparing the sanctuary for the various seasons of the church, helping select worship leaders and ushers. (KC/Wor LT)
- **GROW** = "God Rewards Our Work." A volunteer would use their skills of reaching out by writing a note to our visitors or making a phone call to them. (NM ST R) *Also listed under Hospitality*
- **Visits to Shut-Ins** – A volunteer might work with the deacon care group to make a visit to one of our shut-in members. This might be an elderly person or someone who is recovering from surgery. (NM/Sr.A or Dea ST) *Also under Mercy*
- **Hospital Visitor** – A volunteer would make visits to those from our congregation who are in the hospital. (Dea ST) *Also under Mercy*
- **Telephone Calls** – A volunteer would be asked to make phone calls to those who are ill, who are grieving, or have asked for prayer support. (Dea ST R) *Also under Helps/Service and Mercy*
- **Greeters** – A volunteer would stand at one of the main entrances to the church building and warmly greet those entering the building before the Bible study hour. One might need to direct a visitor to a classroom or the sanctuary. (NM/NMem LT R) *Also under Helps/Service and Hospitality*
- **House Sit with Infirm** – A volunteer might be asked to sit with a person while a family member gets some fresh air, goes to the grocery, runs errands, etc. The volunteer might also need to spend a night with someone who is ill and alone. (NM/SrA OTE) *Also under Mercy and Helps/Service*
- **Readers for Worship** – A volunteer would be asked to read Scripture or pray in either of the worship services. (KC/Wor ST)

- **Speaker in Worship** – A volunteer could be called upon to give a testimony about a certain topic thus encouraging the congregation. (KC/Wor ST) Also under *Evangelism*
- **Friday Church** – This is a casual, contemporary worship service on Fridays at 7:00 p.m. that welcomes a wide array of visitors who may not feel comfortable at Sunday church. A volunteer might play or sing in the band, serve as a host, offer care and follow-up to guests, work with childcare, or preach. To volunteer, contact Cheryl Davis. (JP FC LT) Also under *Leadership, Evangelism, Helps/Service* LT)
- **Wayside Mentoring Program** – A volunteer would be paired with a man or woman who is in the Recovery Program at Wayside Christian Mission. The volunteer would provide an on-going friendship, support and prayer support. Training and on-going education is provided to mentors. Also under *Helps/Service and Shepherding, Wisdom*
- **Deacon** – A person serving in this capacity is nominated and voted on by the church body. A deacon is a servant leader who helps with matters of spiritual discernment, makes visits to shut-in members or those in the hospital, and helps as an usher or serves the Lord's Supper in worship. (NM Dea LT) Also under *Leadership*
- **Drama** – A volunteer might be asked to perform in a dramatic presentation during worship. (KC/Wor ST)

Faith: *This gift will allow you to see with confidence what God's will is for your life and more importantly, for the Body of Christ you are a member of. You will have no fear of moving ahead, even though everything around you seems to be holding you back (Romans 4:18-21, Acts 27:21-25).*

- **Ministry Group Chair** – A volunteer would be nominated by the Committee on Ministry groups to serve in this capacity. The chair would organize and run meetings as well as oversee the ministry of particular group. (NM/COMG LT) Also under *Administration*
- **Ministry Planning Team Chair** – A volunteer would be nominated to serve in this position and would help oversee the work of the Ministry Planning Team (MPT). The MPT meets every other month and coordinates and facilitates the business of the ministry groups. (NM/COMG LT) Also under *Administration*
- **Finance Ministry Group** – A volunteer would be selected for this ministry group to help oversee, plan and coordinate the budget of the church. (JP/Fin LT) Also under *Administration*

Giving: *This gift will allow you to give liberally of your treasures and time. As you give, you will experience much joy and satisfaction. (Romans 12:6-8, Mark 12:41-44, II Cor. 8:1-6).*

- **Giving of our Treasures** - One has the opportunity to give financially through many venues which include: giving to the church budget, giving to the Capital Campaign, Global Missions through the Cooperative Baptist Fellowship, giving through special emphasis such as Habitat for Humanity, Highland Community Ministries, Sudanese Education Fund, Albanian Missions and others causes that emerge throughout the year. (JP/ Ste LT)

- **Giving of our Time** - There are many opportunities listed within this brochure that will allow you to give of your time.

Helps/Service: *This gift allows you to see things that need to be done. Often these are tasks overlooked by others, especially those in leadership positions. Assuming the role of the servant/helper will relieve others of tasks that are burdening them and will bring you joy as you build up the Body of Christ (I Cor. 12:28, Romans 16:1-2, Mark 2:3-4).*

- **Wednesday Night Dinners** - Our kitchen crew cooks dinner each Wednesday evening. A volunteer might help with making food, setting tables, or washing dishes. (NM/Hos ST R) *Also under **Hospitality***
- **Funeral luncheons** – Lunch is often served to family and friends of HBC members after a funeral. A volunteer might provide food, set up, serve, clean up or provide comfort to the grieving family. (RP/Hos ST OTE) *Also under **Hospitality***
- **Ministry Planning Team Lunch** – Every other month the staff and the chairs of the ministry groups meet together and a light lunch is provided. A volunteer would help provide food, set up and clean up. (RP/Hos ST R) *Also under **Hospitality***
- **Hospital Visitor** – A volunteer would make visits to those from our congregation who are in the hospital. (Dea ST) *Also under **Exhortation and Mercy***
- **Sunday Morning Coffee** – Coffee and snacks are available each Sunday morning during the Bible study hour. A volunteer would be responsible for making coffee, providing and setting up a snack, and cleaning up. (RH/Hos ST R) *Also under **Hospitality***
- **Setting Up/Straightening the Sanctuary** – A volunteer would help the worship ministry group with tasks before the service or pick up used bulletins after the services, put hymnbooks back in pew, and gather registry sheets for recording. (NM/Wor ST R)
- **Ushers** – A volunteer would warmly greet those coming in to worship at either service, give them a bulletin and if needed, help them find a seat. (KC/Wor LT R) *Also under **Hospitality***
- **Greeters** – A volunteer would stand at one of the main entrances to the church building and warmly greet those entering the building before the Bible study hour. One might need to direct a visitor to a classroom or the sanctuary. (NM/NMem LT R) *Also under **Exhortation and Hospitality***
- **Telephone Calls** – A volunteer would be asked to make phone calls to those who are ill, who are grieving, or have asked for prayer support. (NM/Dea ST R) *Also under **Exhortation and Mercy***
- **Creation Care Group** – This is a task force of the Missions and Justice Ministry group that links faith with care for the environment, including an annual worship focus, education and action steps. To volunteer contact Nancy Goodhue or Terri Phelps. (JP M&J ST)
- **Wayside Mentoring Program** – A volunteer would be paired with a man or woman who is in the Recovery Program at Wayside Christian Mission. The volunteer would provide an on-going friendship and source of support and prayer support. Training and on-going education is provided to mentors. *Also under **Exhortation, Shepherding, and Wisdom***

- **Wayside Movie Program** – A volunteer might have a monthly opportunity to show love to the homeless and clients in the recovery program of Wayside by offering a movie and refreshments. Separate movies are shown for adults and children.
- **Friday Church** – This is a casual, contemporary worship service on Fridays at 7:00 p.m. that welcomes a wide array of visitors who may not feel comfortable at Sunday church. A volunteer might play or sing in the band, serve as a host, offer care and follow-up to guests, or work with childcare. To volunteer, contact Cheryl Davis. *Also under Exhortation, Evangelism and Leadership* (JP O&E LT)
- **Highlands Community Ministries** – This is a multifaceted ministry cosponsored by 28 churches in Louisville’s Highlands. A volunteer might represent HBC on the coordinating Board of HCM which meets monthly to oversee the 8 major ministries of HCM. To volunteer contact Joe Phelps.
- **Individual Food and Assistance Program** – This program is through Highland Community Ministries and a volunteer might stock the food pantry or provide other aid. To volunteer contact Joe Phelps.
- **Mentor Children of Incarcerated Persons through Big Brothers/ Big Sisters** - HBC led this initiative in 2005 to bring aid to children whose parents are in prison, as they have been determined to be at risk for future incarceration. To volunteer contact Joe Phelps. *Also under Shepherding and Wisdom*
- **Sudanese Integration** - In 2001 HBC sponsored four young men who were some of the “Lost Boys of Sudan” Africa. William, John, Abraham, and Martin are now well integrated into Louisville life, but continue to welcome friends who will help them with apartment life and GED or college needs. To volunteer, contact Nancy Goodhue. *Also under Shepherding*
- **Special Needs Class** – Each Wednesday evening a group from Central State comes to share a meal with us and then engage in their own special Bible study time. A volunteer might play the piano, encourage those in the class, or serve as a helper with the program. To volunteer call Keitha Brassler.
- **Visits to Shut Ins** – A volunteer might work with the deacon care group to make a visit to one of our shut in members. This might be an elderly person or someone who is recovering from surgery. (RP/Sr.A or Dea ST) *Also under Mercy*
- **House Sit with Infirm** – A volunteer might be asked to sit with a person while a family member gets some fresh air, goes to the grocery, runs errands, etc. The volunteer might also need to spend a night with someone who is ill and alone. (RP/SrA OTE) *Also under Mercy*
- **Working in the office** – A volunteer might be available to answer phones, complete a mass mailing, stuff bulletins, mail the HBC page of the WR to visitors, or make copies of the services. (NM OS ST)
- **Youth Auction** – A volunteer would work with the Youth Ministry group to advertise, organize, and enlist help and items for the auction. (CH/You ST)
- **Data Entry** – A volunteer might help enter information in the church data base; help update the calendar or the web page. (NM/Tech ST or LT)
- **Technology Ministry Group** – A volunteer would be selected to help make decisions about the church’s use of technology. This could include installing new programs, technical support, updating the web page, and purchasing equipment for the church. (EH/Tech LT)

- **Technology Support** – A volunteer, under the care of the Technology Ministry group, might install software, update programs, etc. (EH/Tech ST)
- **Working Sound System** – A volunteer might work the sound system on Sunday mornings for services or other meetings in the church or help set up microphones for the services. (KC/Wor LT R)
- **Children’s Library** – A volunteer might shelve books, help with checkout, order new materials, help children with the computers, or read a book at story time. (RP P&C ST R)
- **AV Coordinator** – A volunteer might organize all audio visual equipment, organize a check out system, help maintain equipment and order parts or new equipment (NM/AE OG) *Also listed under Administration*
- **Salvation Army** – HBC volunteers serve 12 meals monthly at the Salvation Army Center of Hope in downtown Louisville. Volunteers arrive around 4:30 and meals are served from 5:00-6:00. Volunteers serve the meal, but may be asked to do prep work or to help with clean up. For more information contact Diana French.

Hospitality: *This gift will give you the opportunity to be open and caring to those in need. You will enjoy having people in your home and will feel good as you provide food and lodging (I Peter 4:9, Acts, 16:14-15, III John 1:5-8).*

- **Hospitality Ministry Group** - A volunteer would be selected to work with this group to plan, host, and implement receptions or dinners for the church. (RP /Hos LT)
- **Recreation Ministry Group** – A volunteer would be selected to plan activities that allow the church body to gather in a time of fellowship and play. (NM/R&F LT)
- **New Members Ministry Group** – A volunteer would be selected to work with this group to plan programming and activities to assimilate new members into the life of the church. (NM/NMem LT)
- **New Members Dinners** – A volunteer would help organize, serve and clean up for a dinner to welcome our newest members. (NM/NMem ST)
- **Receptions** – Receptions occur from time to time and would require a volunteer to help plan, set up, decorate, serve, and clean up with a team of volunteers. (RP/Hos ST OTE)
- **Funeral luncheons** – Lunch is often served to family and friends of HBC members after a funeral. A volunteer might prepare food, set up, serve, clean up and provide comfort to the grieving family. (RP/Hos ST OTE) *Also under Helps/Service*
- **Ministry Planning Team Lunch** – Every other month the chairs of the ministry groups, and the staff meet together and a light lunch is provided. A volunteer would help provide food, set up and clean up. (RP/Hos ST R) *Also under Helps/Service*
- **Sunday Morning Coffee** – Coffee and snack is available each Sunday morning during the Bible study hour. A volunteer would be responsible for making coffee, providing and setting up a snack, and cleaning up. (RH/Hos ST R) *Also under Helps/Service*

- **Wednesday Night Suppers** – Our kitchen crew cooks dinner each Wednesday evening. A volunteer might help with making food, setting tables, or washing dishes. (RP/Hos ST R) *Also under Helps/Service*
- **Housing Guests** – From time to time we have a visiting choir or youth group that performs at the church. A volunteer might be asked to house one or two people overnight or help with others to provide a meal for the visitors at the church. (S OTE)
- **Meals at Jeff Street** – Four times a year our church provides a meal for about 150 homeless folks at Jeff Street mission. A volunteer might help with one, or all of the following: plan a menu, shop for food, prepare the food, help transport the food to Jeff Street, serve and clean up. (JP/M&J OTE) Contact person: Robert Davis *Also under Mercy*
- **Care Meals** – Our deacon body works to provide pastoral care for those who have had a death in their family, have had a crisis, or are dealing with a health issue. A volunteer might bring and/or deliver a casserole to such a person/family. (NM/Dea ST R) *Also listed under Mercy*
- **GROW** = “God Rewards Our Work.” A volunteer would use their skills of reaching out by writing a note to our visitors or making a phone call to them. (NM ST R) *Also listed under Exhortation*
- **Ushers** – A volunteer would warmly greet those coming in to worship at either service, give them a bulletin and if needed, help them find a seat. (KC/Wor LT R) *Also under Helps/Service*
- **Greeters** – A volunteer would stand at one of the main entrances to the church building and warmly greet those entering the building before the Bible study hour. One might need to direct a visitor to a classroom or the sanctuary. (NM/NMem LT R) *Also under Exhortation and Helps/Service*

Knowledge/Teaching: *This gift gives you the ability to share knowledge with members of the Body (children, youth and adults) that will serve in building them up in Christ. Your teaching will aid the growth and health of the Body (I Cor.12:7-8, Ephesians4:11-12, I Thessalonians 5:12, Acts 20:28).*

- **Adult Education Ministry Group** – A volunteer would be selected to work with this group to create, implement and oversee all adult classes that are offered in the church. (NM/AE LT)
- **Preschool/Children’s Ministry Group** – A volunteer would be selected to work with this group to create, implement and oversee all classes that are offered, all activities, and childcare. (RP/P&C LT)
- **Youth Ministry Group** – A volunteer would be selected to work with this group to create, implement and oversee the learning and activities of the youth. (CH/You LT)
- **Young Adult Ministry Group** – A volunteer would be selected to work with this group to create, implement and oversee the learning and activities of the young adults. (EH/YA LT)
- **Bible Study Leader** – A volunteer would be asked to teach a lesson to either preschool, children, youth, or adults on Sunday morning from 9:30-10:40 or on a Wednesday evening from 6:30-7:15. (NM/CH/RP AE/You/P&C LT) *Also listed as Evangelism, Leadership and Shepherding*

- **Bible Study Assistant** – A volunteer would work with a lead teacher in a classroom to help teach preschoolers, children, youth or adults on Sunday mornings from 9:30-10:40. (NM/CH/RP AE/You/P&C LT) *Also listed under Leadership and Shepherding*
- **Substitute Teacher** – A volunteer would fill in for an assistant or a teacher in the preschool, children, youth or adult department either on Sunday or Wednesday. (NM/CH/RP AE/You/P&C ST)
- **Missions Leader** – A volunteer would help teach missions to our preschool children on Wednesday evenings from 6:30 – 7:15. (RP /P&C LT)
- **Youth Encompass Leader** - A volunteer would work with youth on either Sunday or Wednesday evenings to help youth integrate their faith and Bible knowledge into their daily lives. (CH/You LT)
- **Adult Small Group Leader** – A volunteer would teach or facilitate a small group of adults. (NM/AE ST) *Also under Shepherding and Wisdom*
- **VBS teacher** - A volunteer would teach a group of children during the VBS camp which is held during the summer, usually the last weekend in July. (RP /P&C ST)
- **Women’s Bible Study Leader** - A volunteer would teach a specified Bible study for women. (NM/AE ST)
- **Children’s Church** - A volunteer would help with either the music or the lesson for Children’s Church which meets from 11:40 -12:00 on Sunday mornings. (RP/P&C LT R)
- **Extended Session** - A volunteer would help provide care for preschool children during either the 9:00 or 11:00 worship service. The three and four year old helpers will teach a very simple Bible lesson during this time. (RP/P&C LT R)
- **Chaperone for Children or Youth** – From time to time our children and youth have activities which require adult chaperones. During this time you might teach or simply interact with the children/youth. (RP/CH P&C/You ST)
- **Retreat Leader** – A volunteer might use his/her gifts or expertise to teach a group in a retreat setting. (NM AE ST)
- **Creation Care Group** – This is a task force of the Missions and Justice Ministry group that links faith with care for the environment, including an annual worship focus, educations and action steps. To volunteer contact Nancy Goodhue or Terri Phelps.

Leadership: *One with the gift of leadership will be a goal-setter and leader of God’s people. Others will look to you for guidance and direction. Your leadership should bring glory to God and growth to His church (Hebrews 13:17).*

- **Bible Study Leader** - A volunteer would be asked to teach a lesson to preschool, children, youth, or adults on Sunday morning from 9:30-10:40 or on a Wednesday evening from 6:30 – 7:15. (NM/RP/CH AE/You/P&C LT) *Also listed as Evangelism, Knowledge/Teaching and Shepherding*
- **Bible Study Assistant** – A volunteer would work with a lead teacher in a classroom to help teach preschoolers, children, youth or adults on Sunday mornings from 9:30-10:40. (NM/CH/RP AE/You/P&C LT) *Also listed under Knowledge/Teaching and Shepherding*
- **Deacon** – A deacon is nominated and elected by the church to be a servant leader. This involves working with our shut-ins, our new members, and those in the

- hospitals. Deacons also serve as ushers and serve the Lord's Supper on a monthly basis. (NM LT) *Also under Exhortation*
- **Personnel Ministry Group** – A volunteer would be selected for this ministry group based upon their skills and gifts for dealing with issues relating to the paid personnel of the church. (JP/Per LT) *Also under Wisdom*
 - **Deacon** – A person serving in this capacity is nominated and voted on by the church body. A deacon is a servant leader who helps with matters of spiritual discernment, makes visits to shut-in members or those in the hospital, and helps as an usher or serves the Lord's Supper in worship. (NM Dea LT) *Also under Exhortation*
 - **Friday Church** – This is a casual, contemporary worship service on Fridays at 7:00 p.m. that welcomes a wide array of visitors who may not feel comfortable at Sunday church. A volunteer might play or sing in the band, serve as a host, offer care and follow-up to guests, or work with childcare. To volunteer, contact Cheryl Davis. *Also under Exhortation, Evangelism, and Helps/Service*
 - **Wedding Ministry Group** – A volunteer would be selected to oversee the policies and procedures that are involved in hosting weddings at the church. (KC/WMG LT)

Mercy: *This gift allows you to reach out to people who are in need. Your words of care and concern and your actions will aid in building up those who may have physical, mental, or emotional problems (Romans 12:6-8, Luke 10: 30-35).*

- **Provide transportation** – A volunteer might be asked to transport someone to a doctor's appointment, bring someone home from the hospital, or bring a member to worship services or activities. (NM/Dea OTE)
- **Visits to Shut-Ins** – A volunteer might work with the deacon care group to make a visit to one of our shut-in members. This might be an elderly person or someone who is recovering from surgery. (NM/RP Sr.A or Dea ST) *Also under Exhortation and Helps/Service*
- **Hospital Visitor** – A volunteer would make visits to those from our congregation who are in the hospital. (NM/Dea ST) *Also under Exhortation and Helps/Service*
- **Telephone Calls** – A volunteer would be asked to make phone calls to those who are ill, who are grieving, or have asked for prayer support. (NM/Dea ST R) *Also under Exhortation and Helps/Service*
- **House Sit with Infirm** – A volunteer might be asked to sit with a person while a family member got some fresh air, went to the grocery, ran errands, etc. The volunteer might also need to spend a night with someone who is ill and alone. (NM/Sr.A OTE) *Also under Exhortation and Helps/Service*
- **Special Needs Class** – Each Wednesday evening a group from Central State comes to share a meal with us and then engage in their own special Bible study time. A volunteer might play the piano, encourage those in the class, or serve as a helper with the program. To volunteer call Keitha Brassler. **Visits to Shut Ins** – A volunteer might work with the deacon care group to make a visit to one of our shut in members. This might be an elderly person or someone who is recovering from surgery. (RP/Sr.A or Dea ST) *Also under Helps/Service*
- **Care Meals** – Our deacon body works to provide pastoral care for those who have had a death in their family, have had a crisis, or are dealing with a health

- issue. A volunteer might bring and/or deliver a casserole to such a person/family. (NM/Dea ST R) *Also listed under Hospitality*
- **HCM Christmas and Thanksgiving Baskets** – A volunteer would work with Highland Community Ministries and the HBC community to help provide and deliver food for those who need assistance in our area during the holidays. (NM ST)
 - **Serve Meals at Jeff Street** - Four times a year our church provides a meal for about 150 homeless folks at Jeff Street mission. A volunteer might help with one, or all of the following: plan a menu, shop for food, prepare the food, help transport the food to Jeff Street, serve and clean up. (JP/M&J OTE) *Also under Hospitality*
 - **Serve Meals at The Salvation Army** – *Look under Helps/Service*
 - **Participate in Hunger Walk** – Once a year youth and adults have the opportunity to participate in the Hunger Walk. A volunteer might walk, raise money, or organize the project. (CH/JP You/M&J OTE)
 - **Participate in AIDS Walk** – Once a year youth and adults have the opportunity to raise money and/or walk in the AIDS walk. (CH/JP You/M&J OTE)

Music – Instrumental/Vocal: *This “gift” or talent will allow you to play and instrument or use your voice in a manner that will bring praise to God and build up those around you (Psalm 150:1-5, Colossians 3:16, James 5:13).*

- **Choir Member** – A volunteer, (age 16 on up) would sing with the Sanctuary choir. A singer need not audition but be willing to participate in leading worship each Sunday morning. Rehearsal time is Wednesday from 7:15-8:30 in the music suite. (KC LT)
- **Youth/Middle School Choir Helper** – A volunteer would need to have a positive attitude toward this age group and be comfortable singing and reading music. (KC/CH LT)
- **Children’s Choir Leader** – A volunteer would need to have some music experience and feel comfortable singing, reading and explaining music to young children. (KC LT)
- **Children’s Choir Helper** – A volunteer would need to help the leader with the children in a choir by singing with them, sitting with them or helping with instruments. (KC LT)
- **Accompanist- Piano or Organ** - A volunteer would need to be comfortable playing the piano or organ during worship or a rehearsal. Please contact Kathy Collier for more information.
- **Instrumental Ensemble** – Youth and adult who play band or orchestral instrument would meet for rehearsal and perform in worship throughout the year. This group meets on Sunday afternoons. For more information contact Bruce Maples.
- **Hand bells for Adults** - A volunteer would need to be able to read music fairly well and prior experience in ringing would be helpful but not necessary. Rehearsals are Sunday afternoons from 3:30-4:30. (KC LT)

- **Hand bell Helpers for Children** - A volunteer would teach the rudiments of ringing a Hand bell as well as basic sight reading skills. For more information contact Kathy Collier.
- **Music Camp** – A volunteer would help children sing, act, and design and produce scenery or props. Camp for this year is June 9-13 from 9:00-2:00. For more information contact Kathy Collier.

Prayer: *This “gift” or unique role will allow you to pray for other members of the Body in such a way that your prayers will be of benefit to them. You will enjoy praying regularly and perhaps for extended periods of time. You will be able to see frequent and specific answers to prayer that many of your fellow Christians cannot see (James 5:14-16, Colossians 4:12, Ephesians 6:18).*

- A volunteer might start a prayer ministry at Highland (NM LT)
- A volunteer might contact people who are on the prayer list to encourage and pray for them as well as get an update on their situation. (NM Dea LT R)
- A volunteer might lead prayer in worship or in a Bible study class. (KC/Wor ST)

Service: *This gift allows you to see things that need to be done. Often these are tasks overlooked by others, especially those in leadership positions. Assuming the role of the servant/helper will relieve others of tasks that are burdening them and will bring you joy as you build up the Body of Christ (Romans 12:6-7, Romans 14: 18-19).*

- Look for ministry opportunities under **Helps/Service** on pages 5-8.

Shepherding: *This gift will give you the ability to reach out and care in a spiritual manner for an individual or for a group. You will serve as one who is a counselor, an encourager, a shepherd. You will see that God’s Word is fed to those in your care and you will also feel a responsibility for the general well-being of the individual or group (Ephesians 4:11-12, I Thessalonians 5:12, Acts 20:28).*

- **Wayside Mentoring Program** – A volunteer would be paired with a man or woman who is in the Recovery Program at Wayside Christian Mission. The volunteer would provide an on-going friendship and source of support and prayer support. Training and on-going education is provided to mentors. *Also under Exhortation, Helps/Service, and Wisdom*
- **Bible Study leader** – A volunteer would be asked to teach a lesson to either preschool, children, youth, or adults on Sunday morning from 9:30-10:40 or on a Wednesday evening from 6:30-7:15. (NM/CH/RP AE/You/P&C LT) *Also under Evangelism, Knowledge/Teaching, and Leadership*
- **Bible Study Assistant** – A volunteer would work with a lead teacher in a classroom to help teach preschoolers, children or youth on Sunday mornings from 9:30-10:40. (NM/CH/RP AE/You/P&C LT) *Also under Knowledge/Teaching and Leadership*
- **Missions Leader** – A volunteer would help teach missions to our preschool children on Wednesday evenings from 6:30 – 7:00. (RP /P&C LT)

- **Youth Encompass Leader** - A volunteer would work with youth on either Sunday or Wednesday evenings to help youth integrate their faith and Bible knowledge into their daily lives. (CH/You LT)
- **Adult Small Group Leader** – A volunteer would teach or facilitate a small group of adults. (NM /AE ST) *Also under **Knowledge/Teaching and Wisdom***
- **Chaperone for Children or Youth** – From time to time our children and youth have activities which require adult chaperones. During this time you might teach or simply interact with the children/youth. (CH/RP P&C/You ST)
- **Sudanese Integration** - In 2001 HBC sponsored four young men who were some of the “Lost Boys of Sudan” Africa. William, John, Abraham, and Martin are now well integrated into Louisville life, but continue to welcome friends who will help them with apartment life and GED or college needs. To volunteer, contact Nancy Goodhue. *Also under **Helps/Service***
- **Ridgewood Partnership** – Serve on a team that helps with and responds to needs of the Ridgewood Community for faith (NM RBCP ST/LT)

Teaching: *This gift will give you the ability to share knowledge with members of the Body (children, youth or adults) that will serve in building them up in Christ. Your teaching will aid the growth and health of the Body (I Cor. 12:28, Romans 12:7, Acts 20:20-21).*

- Look for ministry opportunities under **Knowledge/Teaching** on page 9-10

Wisdom: *This gift will allow you to have a special understanding of situations which arise in people’s lives. You will be able to offer counsel and advice. As you do this, the Body of Christ will become healthier and grow (I Cor. 12:8).*

- **Personnel Ministry Group** – A volunteer would be selected for this ministry group based upon their skills and gifts for dealing with issues relating to the paid personnel of the church. (JP/ Per LT) *Also under **Leadership***
- **Long Range Plan Team** – A volunteer would work to implement the Long Range plan that was voted on by the church. This would include working as a liaison with ministry group chairs, and facilitating discussions between staff and ministry groups in order to keep the plan vital and moving forward. (NM LT) *Also under **Administration***
- **Wayside Mentoring Program** – A volunteer would be paired with a man or woman who is in the Recovery Program at Wayside Christian Mission. The volunteer would provide an on-going friendship and source of support and prayer support. Training and on-going education is provided to mentors. *Also under **Helps/Service, Shepherding***
- **Adult Small Group Leader** – A volunteer would teach or facilitate a small group of adults. (NM /AE ST) *Also under **Knowledge/Teaching, and Shepherding***
- **Mentor Children of Incarcerated Persons through Big Brothers/ Big Sisters** - HBC led this initiative in 2005 to bring aid to children whose parents are in prison, as they have been determined to be at risk for future incarceration. To volunteer contact Joe Phelps. *Also under **Helps/Service and Shepherding***

Writing: *This “gift” or talent will allow you to put your thoughts and ideas into words that will be meaningful and relevant to those who read them. As they are read, people will find guidance, knowledge, courage, or edification (Psalm 45:1, Philippians 3:1, Jude 1:3).*

- A volunteer might be called upon to write a drama to be used in worship, produce a piece to be used in worship liturgy, or write an article for the website or church newsletter. (JP/NM ST)

Other Opportunities: *Baptist Women On Mission* – There are three groups that meet and offer missions education, spiritual enrichment, and service opportunities to all women and all ages, in our church. The Martha Shaw group meets the first Monday of every month at 4 p.m. at the church, The Joan Sutton Group meets the fourth Monday of every month in the evening and the Jean Janes Group meets the second Monday of every month at 7 p.m. For more information contact Marilyn Sanders or Gloria McBee.

