

## MINISTRY OPPORTUNITIES

Red = Critical Need

Yellow = Current Need

Position	Tasks	Time/Freq.	Skills Required	Leader/Contact
<b>Worship: Music/Choir</b>				
Adult Choir Members	<ul style="list-style-type: none"> <li>Rehearse</li> <li>Sing! (at service)</li> </ul>	3 hrs/wk 2 hrs/wk	<ul style="list-style-type: none"> <li>Some musical ability</li> </ul>	<ul style="list-style-type: none"> <li>Steven Carman (Dir. of Music): <a href="mailto:musicdirector@saintnicks.com">musicdirector@saintnicks.com</a></li> </ul>
Children's Choir Members (new ministry)	<ul style="list-style-type: none"> <li>Rehearse</li> <li>Sing! (at service)</li> </ul>	TBA	<ul style="list-style-type: none"> <li>Willingness to sing</li> </ul>	<ul style="list-style-type: none"> <li>Steven Carman (Dir. of Music): <a href="mailto:musicdirector@saintnicks.com">musicdirector@saintnicks.com</a></li> </ul>
<b>Worship: Servers</b>				
Acolyte Coordinator	<ul style="list-style-type: none"> <li>Organize &amp; manage acolyte program.</li> </ul>	3 hours Monthly	<ul style="list-style-type: none"> <li>Organizational skills</li> <li>Youth interaction skills</li> </ul>	<ul style="list-style-type: none"> <li>Ken Howard (Rector): <a href="mailto:rector@saintnicks.com">rector@saintnicks.com</a></li> </ul>
Acolytes	<ul style="list-style-type: none"> <li>Assist Celebrant.</li> </ul>	1.5 hrs Monthly	<ul style="list-style-type: none"> <li>Acolyte training</li> <li>Follow directions</li> <li>Sit still ☺</li> </ul>	<ul style="list-style-type: none"> <li>Acolyte Coordinator (TBA)</li> <li>Ken Howard (Rector): <a href="mailto:rector@saintnicks.com">rector@saintnicks.com</a></li> </ul>
Chalicians	<ul style="list-style-type: none"> <li>Offer consecrated wine to worshipers at communion.</li> </ul>	1.5 hrs Monthly	<ul style="list-style-type: none"> <li>Chalician Training</li> <li>Friendly</li> <li>Willing to serve</li> </ul>	<ul style="list-style-type: none"> <li>Terri Murphy (Lay Pastoral-Liturgical Assistant) <a href="mailto:rainingshamrocks@aol.com">rainingshamrocks@aol.com</a></li> </ul>
Healing Prayer	<ul style="list-style-type: none"> <li>Stand at back of Great Room.</li> <li>Say brief prayer for healing with people who come back.</li> </ul>	1.5 hrs Monthly	<ul style="list-style-type: none"> <li>Prayer Training</li> <li>Warm &amp; calm</li> <li>Willing to pray</li> </ul>	<ul style="list-style-type: none"> <li>Terri Murphy (Lay Pastoral-Liturgical Assistant) <a href="mailto:rainingshamrocks@aol.com">rainingshamrocks@aol.com</a></li> </ul>
Lectors	<ul style="list-style-type: none"> <li>Read Scripture.</li> <li>Lead Prayers of the People.</li> </ul>	1.5 hrs Monthly	<ul style="list-style-type: none"> <li>Strong speaking voice</li> </ul>	<ul style="list-style-type: none"> <li>Ken Howard (Rector): <a href="mailto:rector@saintnicks.com">rector@saintnicks.com</a></li> </ul>
Ushers	<ul style="list-style-type: none"> <li>Greet visitors.</li> <li>Manage traffic flow &amp; take up offering at communion.</li> </ul>	1.5 hrs Monthly	<ul style="list-style-type: none"> <li>Personable</li> <li>Friendly</li> </ul>	<ul style="list-style-type: none"> <li>Ken Howard (Rector): <a href="mailto:rector@saintnicks.com">rector@saintnicks.com</a></li> </ul>
Vergers	<ul style="list-style-type: none"> <li>Coordinate a server team.</li> <li>Recruit new team members as necessary.</li> </ul>	3 hours Monthly	<ul style="list-style-type: none"> <li>Organizational skills</li> </ul>	<ul style="list-style-type: none"> <li>Ken Howard (Rector): <a href="mailto:rector@saintnicks.com">rector@saintnicks.com</a></li> </ul>
<b>Spiritual Formation: Children &amp; Youth</b>				
Children's Sunday School Teachers	<ul style="list-style-type: none"> <li>Lead Sunday school sessions for grades K-5 (from curriculum)</li> </ul>	30 min., 3 Sun/mo., plus prep. & qtrly trng	<ul style="list-style-type: none"> <li>Comfortable with children</li> <li>Creative &amp; flexible</li> <li>Teaching experience not required</li> </ul>	<ul style="list-style-type: none"> <li>Cmte Chair - Children &amp; Youth Spiritual Formation (TBA)</li> <li>Ken Howard (Rector): <a href="mailto:rector@saintnicks.com">rector@saintnicks.com</a></li> </ul>
Coordinator: Children & Youth Programs	<ul style="list-style-type: none"> <li>Lead Cmte.</li> <li>Recommend curriculum.</li> <li>Sched. Sunday school teachers.</li> <li>Involves parents/encourages parent support.</li> </ul>	4-5 hrs/mo, plus 2 hours for qtrly plng meetings	<ul style="list-style-type: none"> <li>Organizational skills</li> <li>Comfortable w/kids</li> <li>Creative &amp; flexible</li> <li>Teaching experience not required</li> </ul>	<ul style="list-style-type: none"> <li>Tracey Staley (Vestry Liaison for Children/Youth Formation)</li> <li>Ken Howard (Rector): <a href="mailto:rector@saintnicks.com">rector@saintnicks.com</a></li> </ul>
Youth Group Leaders	<ul style="list-style-type: none"> <li>Lead Sunday youth sessions for grades 6-12</li> <li>Organize/participate in social activities</li> <li>Involves parents/encourages parent support.</li> </ul>	40 min. 2-3 Sundays monthly, plus prep. & qtrly trng session	<ul style="list-style-type: none"> <li>Comfortable with teens</li> <li>Creative &amp; flexible</li> <li>Teaching experience not required</li> </ul>	<ul style="list-style-type: none"> <li>Cmte Chair - Children &amp; Youth Spiritual Formation (TBA)</li> <li>Ken Howard (Rector): <a href="mailto:rector@saintnicks.com">rector@saintnicks.com</a></li> </ul>

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<b>Spiritual Formation: Adults</b>				
Adult Forum Topical or Bible Study Leaders	<ul style="list-style-type: none"> <li>Provide information</li> <li>Facilitate discussion</li> </ul>	1 hour weekly (Sunday)	<ul style="list-style-type: none"> <li>Subject matter expertise</li> <li>Group facilitation skills</li> </ul>	<ul style="list-style-type: none"> <li>Charlotte Rogers (Chair, Adult Formation) <a href="mailto:srwarden@saintnicks.com">srwarden@saintnicks.com</a></li> </ul>
Book Study or Bible Study Grp. Hosts/Leaders	<ul style="list-style-type: none"> <li>Host group in home.</li> <li>Provide light snacks</li> <li>Facilitate discussion of book</li> </ul>	1-2 hours, 6-8 weeks, periodically	<ul style="list-style-type: none"> <li>Read book</li> <li>Lead discussion</li> </ul>	<ul style="list-style-type: none"> <li>Charlotte Rogers (Chair, Adult Formation) <a href="mailto:srwarden@saintnicks.com">srwarden@saintnicks.com</a></li> </ul>
<b>Parish Life: Hospitality &amp; Fellowship</b>				
Hospitality Coordinator (Sun. Morning)	<ul style="list-style-type: none"> <li>Organize &amp; recruit people to bring refreshments.</li> </ul>	1 hour, weekly	<ul style="list-style-type: none"> <li>Organizational skill</li> <li>Creative ideas</li> </ul>	<ul style="list-style-type: none"> <li>Deanna Jezek</li> <li>Melanie Hedrick</li> <li>Mary Ellen Howey (Parish Life Chair): <a href="mailto:mehowey@aol.com">mehowey@aol.com</a></li> </ul>
Hospitality Coordinator (Sun. Evening)	<ul style="list-style-type: none"> <li>Organize &amp; recruit people to bring refreshments.</li> </ul>	1 hour, weekly	<ul style="list-style-type: none"> <li>Organizational skill</li> <li>Creative ideas</li> </ul>	<ul style="list-style-type: none"> <li>Mary Ellen Howey (Parish Life Chair): <a href="mailto:mehowey@aol.com">mehowey@aol.com</a></li> </ul>
Hospitality Volunteers	<ul style="list-style-type: none"> <li>Bring food/drink items.</li> </ul>	1 hour, 2-3 annually	<ul style="list-style-type: none"> <li>Willingness to serve</li> </ul>	<ul style="list-style-type: none"> <li>Mary Ellen Howey (Parish Life Chair): <a href="mailto:mehowey@aol.com">mehowey@aol.com</a></li> </ul>
Potluck Leaders	<ul style="list-style-type: none"> <li>Organize &amp; recruit people to host potlucks at church.</li> </ul>	1-2 hours, weekly	<ul style="list-style-type: none"> <li>Organizational skill</li> <li>Creative ideas</li> </ul>	<ul style="list-style-type: none"> <li>Mary Ellen Howey (Parish Life Chair): <a href="mailto:mehowey@aol.com">mehowey@aol.com</a></li> </ul>
Potluck Hosts	<ul style="list-style-type: none"> <li>Set, host, clean-up for potlucks at church.</li> </ul>	2 hours, 2-3 annually	<ul style="list-style-type: none"> <li>Like being social</li> <li>Some creative ideas</li> <li>Willingness to serve</li> </ul>	<ul style="list-style-type: none"> <li>Potluck Leaders (TBA)</li> <li>Mary Ellen Howey (Parish Life Chair): <a href="mailto:mehowey@aol.com">mehowey@aol.com</a></li> </ul>
Social Event Coordinators	<ul style="list-style-type: none"> <li>Organize &amp; recruit people to help with parish-wide social events.</li> </ul>	Hours TBD, 1-2 annually	<ul style="list-style-type: none"> <li>Organizational skill</li> <li>Creative ideas</li> </ul>	<ul style="list-style-type: none"> <li>Mary Ellen Howey (Parish Life Chair): <a href="mailto:mehowey@aol.com">mehowey@aol.com</a></li> </ul>
Support Group Coordinators for Various Groups:	<ul style="list-style-type: none"> <li>Organize &amp; coordinate activities of a targeted group: Women's, Men's, Couples, Singles, 20s/30s, Single Parents, Young Mothers, etc.</li> </ul>	2-4 hours, 4+ annually	<ul style="list-style-type: none"> <li>Organizational skill</li> <li>Creative ideas</li> </ul>	<ul style="list-style-type: none"> <li>Mary Ellen Howey (Parish Life Chair): <a href="mailto:mehowey@aol.com">mehowey@aol.com</a></li> </ul>
<b>Parish Life: Newcomer Welcome</b>				
Greeter	<ul style="list-style-type: none"> <li>Greet newcomers at door.</li> <li>Offer welcome bag; offer to answer questions on way out.</li> </ul>	1.5 hours, Bi-monthly	<ul style="list-style-type: none"> <li>"A bag &amp; a smile"</li> </ul>	<ul style="list-style-type: none"> <li>Mary Ellen Howey (Parish Life Chair): <a href="mailto:mehowey@aol.com">mehowey@aol.com</a></li> </ul>
<b>Outreach: Local</b>				
Shady Grove Eucharistic Minister	<ul style="list-style-type: none"> <li>Lead reserved sacrament communion.</li> <li>Preach a brief homily.</li> </ul>	1 hour, monthly	<ul style="list-style-type: none"> <li>Comfortable w/elderly</li> <li>Training &amp; certification as PVLEM</li> </ul>	<ul style="list-style-type: none"> <li>Rose Mahan: <a href="mailto:rmahan@mailstation.com">rmahan@mailstation.com</a></li> </ul>
Germantown HELP Helpers	<ul style="list-style-type: none"> <li>Help with collecting &amp; delivering food for needy families</li> </ul>	1 hour, monthly	<ul style="list-style-type: none"> <li>Interested in helping needy families</li> </ul>	<ul style="list-style-type: none"> <li>Donna Anderson (HELP Coord): <a href="mailto:Andonnae@aol.com">Andonnae@aol.com</a></li> </ul>

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<b>Outreach: International</b>				
El Hogar Fundraising Assistants	<ul style="list-style-type: none"> <li>Help Coordinator with fundraising events.</li> </ul>	Several hours, 2-3 per year	<ul style="list-style-type: none"> <li>Comfort w/fundraising</li> <li>Willingness to serve</li> </ul>	<ul style="list-style-type: none"> <li>Mary Ellen Howey: <a href="mailto:MEHowey@aol.com">MEHowey@aol.com</a></li> </ul>
El Hogar Missioners	<ul style="list-style-type: none"> <li>Go on mission trips to El Hogar.</li> </ul>	1 week, bi-annually	<ul style="list-style-type: none"> <li>Willingness to serve</li> <li>Like to work w/hands</li> </ul>	<ul style="list-style-type: none"> <li>Mary Ellen Howey: <a href="mailto:MEHowey@aol.com">MEHowey@aol.com</a></li> </ul>
MDG Coordinator (new position?)	<ul style="list-style-type: none"> <li>Keeps parish focused on personal &amp; parish giving to the Millennium Development Goals</li> </ul>	To be determined	<ul style="list-style-type: none"> <li>Wants to make the world a better place</li> </ul>	<ul style="list-style-type: none"> <li>Mary Ellen Howey: <a href="mailto:MEHowey@aol.com">MEHowey@aol.com</a></li> </ul>
<b>Administration: Buildings &amp; Grounds</b>				
Building Care Cmte	<ul style="list-style-type: none"> <li>Maintain and care for the church building.</li> </ul>	TBD, monthly	<ul style="list-style-type: none"> <li>Willingness to serve</li> </ul>	<ul style="list-style-type: none"> <li>Steve Wright (Jr. Warden): <a href="mailto:jrwarden@saintnicks.com">jrwarden@saintnicks.com</a></li> </ul>
Grounds Care Cmte	<ul style="list-style-type: none"> <li>Maintain and care for the church grounds.</li> </ul>	TBD, monthly	<ul style="list-style-type: none"> <li>Interest in grounds care</li> </ul>	<ul style="list-style-type: none"> <li>Steve Wright (Jr. Warden): <a href="mailto:jrwarden@saintnicks.com">jrwarden@saintnicks.com</a></li> </ul>
<b>Administration: Communications</b>				
Communications Planning Cmte (new ministry)	<ul style="list-style-type: none"> <li>Helps Communications Coordinator develop plan for parish communications.</li> </ul>	2-4 hours monthly	<ul style="list-style-type: none"> <li>No special skills necessary</li> </ul>	<ul style="list-style-type: none"> <li>Communications Coord. (TBA)</li> <li>Ken Howard (Rector): <a href="mailto:rector@saintnicks.com">rector@saintnicks.com</a></li> </ul>
Office Proofreader (new ministry)	<ul style="list-style-type: none"> <li>Reviews service bulletins &amp; other regular publications.</li> </ul>	1 hour weekly	<ul style="list-style-type: none"> <li>English-majority skills.</li> <li>An eye for detail</li> </ul>	<ul style="list-style-type: none"> <li>Sharon Barbee (Parish Administrator): <a href="mailto:office@saintnicks.com">office@saintnicks.com</a></li> </ul>
<b>Administration: Staff &amp; Seminarian Support &amp; Encouragement</b>				
Seminarian Adv. Cmte Members	<ul style="list-style-type: none"> <li>Provides support, advice, &amp; constructive.</li> </ul>	2 hours monthly	<ul style="list-style-type: none"> <li>Willingness to serve</li> <li>Speak the truth in love</li> </ul>	<ul style="list-style-type: none"> <li>Ken Howard (Rector): <a href="mailto:rector@saintnicks.com">rector@saintnicks.com</a></li> </ul>
<b>Administration: Stewardship &amp; Finance</b>				
Stewardship Planning Cmte Members	<ul style="list-style-type: none"> <li>Helps Stewardship Coordinator develop plan for stewardship education &amp; giving campaign.</li> </ul>	2-4 hours monthly	<ul style="list-style-type: none"> <li>No special skills necessary</li> </ul>	<ul style="list-style-type: none"> <li>Stewardship Coord. (TBA)</li> <li>Ken Howard (Rector): <a href="mailto:rector@saintnicks.com">rector@saintnicks.com</a></li> </ul>
Assistant Treasurer	<ul style="list-style-type: none"> <li>Assists Treasurer with various banking &amp; financial tasks.</li> </ul>	4-8 hours monthly	<ul style="list-style-type: none"> <li>Some financial experience helpful</li> </ul>	<ul style="list-style-type: none"> <li>Barbara Miles (Treasurer): <a href="mailto:barbaramiles07@comcast.net">barbaramiles07@comcast.net</a></li> </ul>