

# MINISTRYFINDER



## A PLACE FOR YOU

At Capital Community Church we believe there is a place for you to both belong and to serve. Serving the Lord as a committed volunteer yields great personal and spiritual rewards.

Volunteers have a sense of fulfillment as they use their God-given gifts, knowing that they are advancing the Kingdom of God, helping

others, and preparing to be rewarded in Heaven by the Lord.

As you peruse the ministry ads on the following pages, we ask that you consider investing yourself in the Kingdom of God through volunteer ministry at Capital Community Church.

## ON-LINE

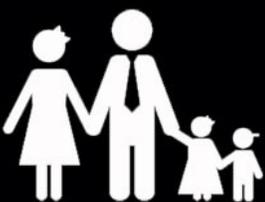
To submit an application to serve in ministry, go to [www.capitalcommunity.ca](http://www.capitalcommunity.ca), click on "RESOURCES", then click "VOLUNTEER APPLICATION" and fill out our interactive form.

## ICON LEGEND

-  Foundations Level One, Membership Class, or Equivalent
-  Foundations Level Two, Ministry Class, or Equivalent
-  Foundations Level Three, Discipleship Class, or Equivalent
-  Background Check Required
-  Test Drive This Ministry

## TEST DRIVE

If you see the test drive icon in a ministry ad, it means that you have the opportunity to experience the ministry before making a commitment. Check it out, try it on, see how it fits, and then prayerfully consider where God would have you serve.



# AT CAPITAL COMMUNITY, THERE IS A PLACE FOR YOU.

# MINISTRY FINDER



## MUSIC MINISTRY



Or equivalent as approved by pastoral staff

**Position:** Choir Members, Musicians

**Purpose:** To exalt the Lord through music and singing, creating an atmosphere of worship and praise.

**Responsibilities:** To sing/play every Sunday that you are scheduled. Willing to participate in non-church time events, some requiring out-of-town travel. Follow platform guidelines. Audition required.

**Commitment:** Weekly practices on Sunday at 10:15am (Sunday morning ) and 5:00pm (Sunday evening) and occasionally on Saturday evenings for special events.

## SUNDAY SCHOOL



Or equivalent as approved by pastoral staff

**Position:** Sunday School Lead Teacher

**Purpose:** To biblically educate students ages 2 - 16, preparing them for ministry & eternity.

**Responsibilities:** Prayerfully prepare and creatively teach lessons, perform administrative tasks for class, continually develop teaching skills, work with a team of helpers. Work with lead team to set goals for growth, outreach and events.

**Commitment:** Approximately 3 hours per week.



## SUNDAY SCHOOL



Or equivalent as approved by pastoral staff

**Position:** Sunday School Helper

**Purpose:** To assist the Lead Teacher in educating students ages 2 - 16, preparing them for life, ministry and eternity.

**Responsibilities:** Work with a small team of teachers/helpers. Assist with general teaching or administrative tasks in classroom.

**Commitment:** Approximately 2 hours once or twice a month.



## SUNDAY SCHOOL



**Position:** Kids Check-in Attendants

**Purpose:** To welcome each child with a friendly smile, ensure their safety and welcome families to CCC.

**Responsibilities:** Register children in our computerized system and show them to their class. Give parents information and answer questions. Perform some administrative tasks during service and assist with dismissal of children and keeping our children's area secure for the duration of service.

**Commitment:** Approximately 2 hours once or twice a month.

## KIDS CLUB

**Position:** Kids Club Lead Teacher (Wednesday Nights)

**Purpose:** To biblically educate students in elementary school, preparing them for life, ministry and eternity.

**Responsibilities:** Prayerfully prepare and creatively teach lessons for a block of time (normally 13 weeks), perform administrative tasks for class, continually develop teaching skills, work with a team of helpers.

**Commitment:** Approximately 3 hours per week.



Or equivalent as approved by pastoral staff



## KIDS CLUB

**Position:** Kids Club Helper (Wednesday Nights)

**Purpose:** To assist the lead teacher in educating students in elementary school, preparing them for life, ministry and eternity.

**Responsibilities:** Work with a small team of teachers/helpers for a block of time (normally 13 weeks), perform administrative tasks for class, help with teaching as needed.

**Commitment:** Approximately 2 hours per week.



Or equivalent as approved by pastoral staff



## KIDS PRAYER

**Position:** Kids Prayer Helpers

**Purpose:** To assist the kids prayer coordinator in teaching children how to pray in an atmosphere that is fun and an environment that encourages participation and hands-on application.

**Responsibilities:** Participate in activities, lead children in prayer activities, connect with children, work with small team of teachers and helpers.



Or equivalent as approved by pastoral staff



## FRIENDSHIP FORCE

**Position:** Friendship Force Team Member (previously known as Guestbook Team)

**Purpose:** Ensuring that every person who enters our doors is greeted with a smile in a friendly and caring manner so they are prepared for the worship experience.

**Responsibilities:** Greeting guests and members, possibly completing guest cards.

**Commitment:** Serving one or two Sundays each month, arriving early for service and entering late into service.



## FIRST IMPRESSIONS TEAM

**Position:** Inside Bulletin Greeters, Outside Door Greeters

**Purpose:** Ensuring that every person who enters our doors is greeted with a smile in a friendly and caring manner and given an informational bulletin for that week.

**Responsibilities:** Greeting guests and members, handing out bulletins, holding umbrellas when raining, helping seniors from their cars.

**Commitment:** Serving one or two Sundays each month, arriving early for service and entering late into service.



## PARKING TEAM

**Position:** Team Member

**Purpose:** To provide a pleasant parking experience for members and guests.

**Responsibilities:** Guide members and guests to an available parking space.

**Commitment:** Approximately 2-3 times a year.

## MEMBER & GUEST RELATIONS



**Position:** Desk Attendant (Media Desk)

**Purpose:** To provide a central service for both guests and members to find out more information about CCC, make contributions, sign up for events and more.

**Responsibilities:** Arrive a minimum of 30 minutes prior to service, checking bulletin for upcoming events, verify sign up sheets, start debit and hand out attendance books and various sheets as needed.

**Commitment:** Approximately 3 hours per week.

## COMMON GROUNDS



**Position:** Barista

**Purpose:** To provide a pleasant “café” experience to guests and members prior to services.

**Responsibilities:** Arrive a minimum of 1 hour prior to service. Prepare various coffees and pastries available for purchase.

**Commitment:** Approximately one Sunday a month

## NURSERY



**Position:** Nursery Worker

**Purpose:** To provide a safe, loving and nurturing environment for children during church services.

**Responsibilities:** Arrive 30 minutes before service, check in and care for children, tidy room afterward, welcome the parent/child. Know the name of the child and his/her belongings.

## VIDEO MINISTRY



**Position:** Video Mixer and Camera Operators

**Purpose:** To capture the worship and preaching experience.

**Responsibilities:** Arrive early and video entire church service. Stream service to online viewers.

**Commitment:** Serving one to three services each month, arriving early for service.

## MEDIA TEAM



**Position:** Sound technician

**Purpose:** To provide audio support during worship and ministering of the Word.

**Responsibilities:** Provide audio support for church services and special events, making sure batteries are good in cordless mics, and working with the music team in setting up the stage prior to each service. Attend music practices to set levels.

**Commitment:** 2—3 services per month and special events.

## MEDIA TEAM



**Position:** Multimedia Technician

**Purpose:** Operate video display and background lighting during service.

**Responsibilities:** To operate video display and background lighting during services. Windows experience a plus, but not required; training provided and required.

**Commitment:** 3—4 services per month and special events.

## CARE MINISTRY



**Position:** Hospital Visitation Team

**Purpose:** To communicate the love of Christ through compassion to those with physical, emotional and spiritual needs, both inside and outside our immediately church family.

**Responsibilities:** Work under the direction of our pastoral team and care ministry pastors to provide regular visits to those from and connected to our congregation.

**Commitment:** As needed, possibly once or twice per month. Flexible as per your schedule.

## CARE MINISTRY



**Position:** Nursing Home / Shut-ins Visitation Team

**Purpose:** To communicate the love of Christ through compassion to our church seniors and shut-ins, allowing them to experience fellowship with other believers.

**Responsibilities:** Work under the direction of our pastoral team and care ministry pastors to provide regular visits and fellowship to shut-ins and seniors from our church family.

**Commitment:** One visit per every two months.

## PRAYER MINISTRY

**Position:** Pastor's Prayer Partners

**Purpose:** To provide a covering of prayer for our pastor and other spiritual leaders, our families and our church.

**Responsibilities:** Constantly remember our leadership in prayer as well as be on a rotation to pray at the church for our speakers on Sunday.

**Commitment:** Serving one Sunday every 4-6 weeks.

# USHER



**Position:** Usher

**Purpose:** To provide a pleasant seating experience, offering collection, and service experience for members and guests.

**Responsibilities:** Assist members and guests with seating and general questions, offering, patrol the parking lot during the service, complete head count and provide general oversight of the sanctuary and foyer.

**Commitment:** 1—2 Sundays a month.

## ATTENDANCE TEAM

**Position:** Attendance Taker

**Purpose:** To assist with attendance tracking, and assist with the missing member report.

**Responsibilities:** Learn the members of CCC and take attendance.

**Commitment:** Sunday and Wednesday services.

## OUTREACH TEAM

**Position:** Outreach Team Member

**Purpose:** Work with the Outreach Team director in the effort to communicate the love of Christ to the city of Fredericton.

**Responsibilities:** To assist in street evangelism, dramas, doorhanger distribution, and more.

**Commitment:** As needed, likely once or twice a quarter.

## HOME BIBLE STUDIES

**Position:** Home Bible Study Instructor

**Purpose:** To equip the members of our church family to devote themselves to teaching that will result in the salvation of individuals and the growth of the church in our city and world.

**Responsibilities:** Work with the pastoral team / outreach director to obtain contacts for and teach personal home Bible studies.

## PRISON MINISTRY



**Position:** Prison Ministry Team

**Purpose:** Ministering to inmates and their families with the goal of evangelism and discipleship.

**Responsibilities:** Helping teach class/conduct service at three area prisons.

**Commitment:** Serving one to two services a month. Must be at least 18 years old.

## FACILITIES MANAGEMENT

**Position:** Gardener / Landscaper

**Purpose:** To provide the church family and our guests an attractive, functional and pleasant physical environment for worship and other activities.

**Responsibilities:** Responsible for planting, weeding, and mulch in all flower bed areas surrounding the church.

**Commitment:** 1-2 hours per week in the spring and summer.

## FACILITIES MANAGEMENT

**Position:** Painter

**Purpose:** To provide the church family and our guests an attractive, functional and pleasant physical environment for worship and other activities.

**Responsibilities:** Available for painting various areas around the church.

**Commitment:** As needed.

## FACILITIES MANAGEMENT

**Position:** Carpenter / Electrician / Plumber

**Purpose:** To provide the church family and our guests an attractive, functional and pleasant physical environment for worship and other activities.

**Responsibilities:** Available for carpentry, electrical or plumbing repairs and installations around the church as needed. (please specify specialty area on sheet if applicable)

**Commitment:** As needed.

## SOCIAL / HOSPITALITY

**Position:** Social Team Member

**Purpose:** To provide a warm welcome to members and guests through preparing lunches and meals for gatherings at special events.

**Responsibilities:** Planning, purchasing and preparing food, decorating a small room, serving food, cleaning up.

**Commitment:** As needed, approximately 8-10 times a year.

## DECORATIONS AND EVENTS

**Position:** Event volunteers, Idea People and Helpers, Assistant Decorators

**Purpose:** To enhance church-wide events and seasonal themes through décor.

**Responsibilities:** To assist in a church-wide decorating project or assist with décor upkeep.

**Commitment:** Flexible based on availability, approximately 3-5 times a year. Decorating is done outside of church hours before events and/or with clean-up afterward.