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# Ministry Descriptions of the Free Methodist Church of Santa Barbara

This guide is designed to help you understand what is involved in each area of service listed on the **Opportunities to Serve** form. Refer to the section(s) which apply to your gift(s). If you are unsure what your spiritual gifts are or if you would like confirmation of what you think are your gifts, you can meet with a pastor to assess your spiritual gifts, attend our Gifts and Strengths Seminar on Saturday, April 30, or visit [gifts.churchgrowth.org](http://gifts.churchgrowth.org) for a free, online test.

## Serving our Santa Barbara Community

The call of Jesus to be salt and light within the world is best expressed by our loving service to the community. Some are called by God to run for political office, serve on City or County citizen committees, or work within organizations which address moral and social concerns.

We encourage our members to be involved in our schools, political parties, civic groups and business organizations. We want you to serve where God is calling you, wherever that may be.

## Serving our church family

The call of Jesus to care for one another is expressed in a variety of ways depending on each person's gifting. Below are specific ministries that allow us to serve one another within our church.

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## EDUCATION: Gifts of Teaching, Wisdom and Knowledge

Teaching is the capacity to communicate Biblical truth clearly with wisdom given by the Holy Spirit and clearly and accurately interpret Scripture. Wisdom is the capacity to make practical application of truth in God's Word to concrete situations. Knowledge is the capacity to gain insight into God's Word and truth, and expound Christian truths and their relationships to one another. The purposes of these gifts are instruction, insight and understanding to nurture spiritual growth.

- 1. Aide: FM Kids (Children's Ministry)** - Support the FM Kids teachers by assisting them in the class. Works directly with Pastor Doug to see which age or class would be the best fit.  
(1 hour weekly)
- 2. Helper: FM Kids (Children's Ministry)** - Help the Pastor to Youth Children and Families in whatever ways needed. Time varies in which assistance is needed.
- 3. Helper: Summer Sundays FM Kids** - Help in the 6-Week Summer Sunday school for children called, "Sunday's Cool!" Works directly with Pastor Doug; this might involve helping with activities, snack, music or crafts.
- 4. Leader: Discipleship** - A person who has completed the Discipleship program and is ready to lead a Discipleship group.
- 5. Leader: Small Group** - Work with a pastor to prepare for and lead a Bible Study or Small Group for adults. These small groups gather weekly or regularly to share their spiritual journeys and care for one another through prayer and the study of God's Word (3 hours weekly).

6. **Leader: Frontline Youth Ministries Leadership Team** - Assist Pastor Doug in planning, organizing, and developing an effective program for Middle School / Jr. High or High School aged young people. This will include regular meetings, outings, parties, mission trips and other events (2 hours weekly).
  7. **Teacher: FM Kids (Children's Ministry)** - Responsible for facilitating the spiritual education and development of children in their class. Using a provided curriculum to prepare a weekly lesson, activities, crafts and prayer time with kids. Works with Pastor Doug to create a loving environment for kids to learn to know, love and follow Jesus.
  8. **Teacher: Adult Education Seminars** - Work with Pastor T.J. to develop and teach an evening Christian Education seminar to facilitate learning, discussion, and application to the Christian life.
  9. **Teacher: Encounter** - Work with Pastor T.J. to develop and teach a class of interest to adults during the 9:30am Sunday School hour. The role of teacher is to facilitate learning, discussion and application to the Christian life (2 to 5 hours for each teaching session).
  10. **Volunteer: Sunday Nursery** - Care for infants during Sunday worship services (one service per month).
  11. **Volunteer: Sunday Toddlers** - Care for children 1-2 years of age (walkers) during the morning worship services.
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### **HOSPITALITY: Gifts of Hospitality**

Hospitality is the capacity to care for others in a way that helps them feel accepted and loved as members of our church family. Its purpose is to show God's love in tangible ways to one another.

1. **Events: (Seder, Easter, Thanksgiving, etc.)** - Assist with events, church dinners, potlucks, meals and receptions. May include shopping, setup and cleanup. (Time commitment varies per event.)
2. **Greeter: Sunday Morning** - Greet congregants warmly as they enter worship. May involve handing out bulletins and providing basic assistance.
3. **Welcomer: Newcomers/Visitors** - Work with other adults to actively reach out to and welcome newcomers to the church by visiting them, answering questions, getting to know them and introducing them to others.
4. **Usher** - Greet worshipers, help find seats if needed, pass out bulletins, collect offerings, record statistics, control temperature and noise, replenish the communion elements, collect communion cups after service and straighten sanctuary after each service in preparation for the following worship service (1 1/2 hours before/during/after worship).
5. **Host: Small Group** - Work with the leader of the small group you choose to host and provide a warm and inviting place in which parties, meals, events or classes are held.
6. **Host: Summer Intern** - Host a young intern who is working in our church or community as part of our FMC initiative to raise up new young leaders. This commitment is to house a young person for up to 8 weeks in the summer.
7. **Host: Overnight Guests** - Host special speakers overnight, an intern for a semester or students that attend the Pastoral Counseling class (2 nights, once a year) and Polity and Doctrine class (2 nights, once a year). Open your home to out-of-town guests who will stay with you either for a short-term visit or for a semester.

- 8. Helper: Meals for Meetings** - Provide meals or snacks as needed for occasional meetings. May include shopping, setup and cleanup.
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### **WORSHIP: Gifts of Music, Encouragement and Exhortation**

Exhortation is the capacity to provide consolation, encouragement, and motivation to carry out God's will for the purpose of strengthening the Body. The worship experience is the regular place in which music, prayer, testimony and Bible study help us encourage one another in bringing honor to God.

- 1. Children's Music Helper** - Weekly, or on a rotation with others, come and lead a short (10 minute) music time with toddler/preschool aged children. Work with Pastor Doug to create a fun time where kids can sing songs which will encourage them in their faith.
  - 2. Hymn Leader** - Participate on the worship team to lead our congregation in singing hymns as a part of our blended service.
  - 3. Instrumentalist** - Use your musical instrument in a worship band or in ministry in music. This is a shared position and you will become a part of one of several worship bands which will play for all three worship services. Involves a weekly practice on those weeks in which your worship band is scheduled to lead. Audition required.
  - 4. Ministry in Music** - Encourage the congregation through your musical gift, working with the music director to schedule your ministry in music. Sing and/or play in all three worship services on the Sunday you are scheduled. Audition required.
  - 5. Reader** - Periodically lead the congregation in Scripture and other special readings.
  - 6. Worship Arts (Dance, Drama, etc.)** - Participate in a dramatic presentation of a skit, play or Readers' Theater communicating God's truth to the congregation.
  - 7. Worship Band** - Participate in worship leadership as a part of a scheduled band, vocally and/or instrumentally. Rehearsals will usually be on the Monday preceding your scheduled Sunday. Audition required.
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### **EVANGELISM: Gifts of Sharing God's Truth in Love**

Evangelism is the gift of spending time with people and sharing God's love and truth with them.

- 1. Outreach Events** - Reach out to those who attend church events such as the Easter Egg Hunt, Easter Sunrise Service, Vacation Bible School, and Fall Family Festival.
- 2. Outreach Team** - Participate in outreach events under the direction of the pastors. Evangelism is the capacity to communicate the Gospel of Jesus Christ in a clear, loving and motivating way through the use of the Bible and personal experience.

### **MERCY: Gifts of Healing & Mercy**

Healing is the gift of helping the sick become well by the power of God, whether the need is physical, emotional or spiritual. This ministry is in response to people's hurts as well as the urging of the Holy Spirit. Mercy is the capacity to demonstrate sensitivity to human need with Holy Spirit-inspired acts of love. The purposes of these gifts are restoration and expressing God's love to persons in need.

1. **Baby Baskets: Make Gifts** - This person will be responsible for providing lovely baskets to parents who have a new baby in the congregation. This involves shopping for new things and working with other volunteers who are helping to put them together.
  2. **God's Encouragers** - Send cards to those hospitalized or suffering from prolonged illness or in need of special prayer and encouragement (1/2 hour weekly).
  3. **Helper: Funeral Receptions** - Assist in preparing receptions for those whose loved ones have passed away.
  4. **Parish Health Team** - Provide caring phone calls and/or visits to those with health problems in the hospital or at home under the direction of our Nurse Coordinator and Pastor Colleen. Peer Counseling training and support are provided for team members (1-2 hours weekly).
  5. **Prayer Chain Participant: Email** - Commit to spend time in prayer as soon as emailed by the Prayer Chain Coordinator.
  6. **Prepare and Deliver Meals** - Prepare meals for families of ill, hospitalized, or bereaved persons, as needed.
  7. **Prison Ministry** - Work with others in our church to provide spiritual care and encouragement to inmates of our local prison.
  8. **Transportation** - Transport persons who are ill or unable to drive or use public transportation to go to the doctor or clinic, or transport to church services or events, as needed.
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### **HELPS: Gifts of Helps and Giving**

Helps is the capacity to serve the physical needs of the Body of Christ in a way that strengthens others spiritually. Giving is the capacity to give of time and material resources with liberality and cheerfulness. The purposes of these spiritual gifts are for service and the advancement of God's work.

### **Advent Team**

1. **Install Christmas Lights** - Hang Christmas lights on the church on the first Saturday of Advent.
2. **Remove Christmas Lights** - Remove Christmas lights after Epiphany.
3. **Collate/Fold Christmas Bulletins**
4. **Decorate Sanctuary/Christmas Tree**
5. **Take Down Christmas Decorations**
6. **Prepare Christmas Eve Communion elements**

### **Sunday Morning**

1. **Prepare Coffee at 7:30 a.m.** - Prepare the coffee and supplies on the deck (1 hour weekly).
2. **Prepare/Refresh Coffee at 10:30 a.m.** - Refresh the coffee and supplies before the 11:00 service.
3. **Prepare Communion elements** - Prepare the elements for Communion (1 hour on the first Sunday of the month, before the 8 am service).
4. **Wash Communion Cups** - Wash and put away in Communion room. (1 hour on the first Sunday of the month, after the 11 am service).

### **Areas of Service**

1. **Helper: Building Maintenance/Repairs** - Repair and maintain the facilities through carpentry, plumbing, electrical and other skills.

2. **Helper: CDCC Senior Lunch** - This luncheon meets on the first and third Thursdays of each month, from September to July. Volunteers can do a variety of tasks: set up, decorating, food preparation, serving, talking to seniors, clean-up and delivering of meals. These volunteers work directly with Pastor Colleen.
3. **Helper: CDCC Fundraising Events** - Help organize activities and donor events to raise money for our week-day children's programs, Senior Lunch program and Counseling Center.
4. **Helper: CDCC Children's Program** - Help provide extra care by reading and playing with our children, preparing snacks, organizing supplies, and other tasks as needed.
5. **Helper: Fold/Collate Sunday Bulletins** - Fold and collate worship bulletin in preparation for Sunday's services (1 hour weekly, project can be taken home on Thursday and returned on Friday).
6. **Helper: Mailings/Special Projects**
7. **Prepare: Sanctuary for Services** - Straighten books, sharpen pencils, replace Kleenex, replace offering envelopes, prayer cards, and small group information brochures (any day of the week with exception of times the sanctuary is used or reserved, after Wednesday).
8. **Special Event Sitter** - Care for children, ages 0-12, for special events and small groups we have at church. This could be on a Sunday morning, a Bible study or for a church event.
9. **Tent Assembly Team** - Six volunteers are needed to assemble the tent over the parking lot on the Saturdays before VBS (summer) and FMC Thanksgiving Celebration Sunday.
10. **Transportation: Special Events / Medical Appointments**
11. **Work/Clean-Up Day** - Be willing to give an occasional Saturday morning to work on special needs of the physical plant of the church.
12. **Special Event Photographer / Videographer** - Attend special events and provide us with several edited, quality shots taken with your own camera. Record and edit special events and/or promotional videos.

## **ADMINISTRATION:**

Gifts of Leadership and Administration: Leadership is the capacity to organize and to set the direction of a project in a way that motivates and aids the spiritual growth of others. Administration is the capacity to make efficient use of the resources of the Body of Christ. The purposes of these gifts are effective direction and organization of church resources and implementation of ministry plans approved by the members.

## **Core Leadership**

1. **Global Missions Leadership Team** - Help direct the global missions program of the church with primary responsibility to raise the missions giving goal for the year and care for our missionaries. This program includes inviting missionaries to come to the church and special missions awareness events (1.5 hours on the 2nd Monday of each month and other tasks as needed).
2. **Justice/Outreach Leadership Team (JOLT)** - Help direct and promote the local missions program of the church with the primary responsibility to bring awareness and actively participate in the ministry of your choice.
3. **Men's Ministries** - Help plan events to nurture spiritual growth, monthly fellowships and annual retreats under the direction of Pastor Doug.
4. **Women's Ministries** - Help plan events to nurture spiritual growth, quarterly fellowships and annual retreats under the direction of the Women's Ministries leaders.

5. **Young Adult Ministries** - Help plan events to nurture spiritual growth and fellowship under the direction of a pastor.
6. **Strategic Planning Taskforce** - Join the strategic planning members of the LBOA in effectively completing the plan of ministry the Board has prayerfully and thoughtfully created.

**Board Opportunities** (\*Church membership is required for board service.)

1. **Cliff Drive Care Center Board\*** - Help direct the program, personnel, and equipment of our CDCC school and social outreach ministries. This oversight includes the development of programs, budgets and other necessary aspects of operation. The Board is responsible for policy-making, while the paid staff oversees the day-to-day operations (2 hours on the 3rd Monday of each month).
  2. **Finance and Property Board\*** - Help direct the material decisions of the church for the best spiritual impact. This includes the care of all funds, property and buildings. This board is accountable to the Local Board of Administration (LBOA) and the church members (2 hours on the 4th Monday of each month).
  3. **Nominating Committee\*** - Help people find their areas of service through prayer, discernment and personal knowledge of the congregation and their gifts (5 hours each spring).
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***Please be in prayer about your area of service***

In the Christian life, we have found that God is able to do His most effective work through our faithful willingness to be used by Him in cooperation with others in the Body of Christ. Therefore, as you use these job descriptions as a tool for decision making, we would encourage you to include prayer as a vital part of your decision. What God requests of you, you will find most fulfilling. In the maturing Christian life, there is a continual increase of responsibility as well as fulfillment due to the effectiveness of past ministry. May God continually use all of us for His work!