

Trinity Ministry 2013

“In each of us the Spirit is seen to be at work for some useful purpose. Let us use the different gifts allotted to us by God’s grace.”

~ St. Paul the Apostle

Trinity Episcopal Church

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TRINITY EPISCOPAL CHURCH

2013 Ministries

SERVICE

OUTREACH

1. Outreach Committee: Linda Goerge

Outreach Committee members work throughout the year to determine how Trinity can help support worthwhile efforts in the community outside the parish. Committee members gather information on groups and individuals, evaluate requests for funds, and oversee the distribution of outreach funds. The committee meets 3 to 4 times a year.

2. Soup Kitchen: Sharon Peters

Soup Kitchen teams are made up of adult and teen volunteers, (usually 8-10 persons per team). Four Saturdays each year a team travels to Spirit of Hope in Detroit, where it serves lunch to individuals in need, and then cleans the kitchen and dining rooms. Including travel, the time commitment is approximately four hours per assigned date. This work requires sensitivity to the circumstances faced by poor and homeless people. Maturity and reliability on the part of volunteers is a must.

3. Cropwalk:

Cropwalk is an annual, community-wide effort to raise funds for feeding hungry people. It is held the first Sunday in October each year. There are several ways to participate in Cropwalk:

- A. Committee** - Attend two meetings (May and August), help with publicity, educate the parish, recruit volunteers, call walkers, assist on the day of the walk.
- B. Kitchen in the park**- Assist in food preparation, distribution & clean up on walk day.
- C. Transportation** - Park cars, shuttle walkers to their cars after the walk, or pick up walkers during the walk.
- D. Walking/ Pledging** - Solicit pledges from supporters or walkers (you or others). The walk is approximately 4½ miles.
- E. Walk Marshals** - Assist with safety on walk day.

4. Adopt-A-Child-Size: Teresa Moore

An annual program sponsored by the Trinity ECW thru which 600-700 children are provided NEW winter clothing, and boots, books, toys and bicycles when available. Donors select a size and gender, make a commitment in February, and purchase specific clothing in that size. Outfits are presented and blessed on Ingathering Sunday, (Sunday before Thanksgiving) Most activities take place in January, February, & September - December. You can be a:

- A. Volunteer** to purchase one or more outfits or donate money for an outfit.
- B. Shopper** and purchase large quantities or specific items/ shop sales for several items.
- C. Sewing Angel:** make jumpers, dresses, gowns, slippers for outfits
- D. Checker** and check in outfits on Ingathering Sunday
- E. Transporter** and transport outfits to a central location on Ingathering Sunday & pick up from donor groups
- F. Distributor:** help with check out on distribution day
- G. Secretarial Staff:** assist with mailings, 3-4 per year; assist with record keeping - computer skills would be helpful.
- H. Publicity Volunteer:** visit community groups, churches, and businesses to explain the program and recruit donors.
- I. Inventory:** sort, package items, assemble outfits, prepare bags.
- J. Lifting:** Strong People to help lift tubs and boxes on Wednesdays.

5. Cedar Woods Ministers: Rev. Deacon Richard Boulter

This team has been formed with the mission to bring Christ to the residents of Cedar Woods. Volunteers will serve one Sunday a month, singing hymns, befriending the residents, serving cake, moving chairs at Trinity's weekly service at Cedar Woods Assisted Living

- A. Serve** any Sunday from 1:30-3:00pm
- B. Cake Baker** – needed once a month to make or buy birthday cakes for Cedar Woods residents. 1 Sunday of the month.
- C. Birthday Sunday:** Help distribute cake and pop and sing Happy Birthday.

6. Helping Hand Box: Bill Hanes

Non-perishable foods and other items for delivery to the Helping Hand agency in Romulus; usually every 2-3 weeks or as needed.

Buildings and Grounds

7. Property Oversight: Junior Warden (Vestry)

A. The Property Committee: Junior Warden

Volunteer members set goals for the church and rectory improvements and repairs, set work schedules, and solicit volunteers for tasks around the church.

8. Church Repairs/Improvements: Junior Warden

Volunteers maintain the building and grounds by doing repairs, landscaping and similar tasks as needed.

9. Lawn Maintenance: Junior Warden

Lawn mowers serve one or two times during the summer, cutting grass at the church. Equipment and fuel are provided.

10. Snow Blowing/shoveling: Junior Warden

WORSHIP

11. Acolyte Ministry: Fr. Eric Williams

There are several acolyte and acolyte-related roles.

A. Acolyte Team leader:

Team leaders are mature, veteran acolytes who provide leadership, support, and additional training for their teams (each team consists of two acolytes and an acolyte team leader). The team leader calls the other members of their team prior to their scheduled service. To qualify as a team leader, a youth must have already served on a team for at least two years, and be at least 11 years old. Each team serves approximately six services a year.

B. Acolytes:

Youth ages 9-18, who assist in worship by lighting altar candles, carrying torches, and assisting clergy in worship. Key qualities required are concentration, reliability, and willingness.

12. Altar Guild: Kathie Schwark

Care and service of the altar is what this ministry is about. Members prepare the altar and sanctuary before every service. Tasks include vacuuming, ironing, polishing, and washing. Depending on the time of the year, and the particular service, the work lasts approximately two hours. Altar Guild members must be available on Saturday mornings and Sundays after services. Guild members usually serve in teams of three or four, and serve one month at a time, three times a year. Training is required. Members should be regular in attendance and committed. Membership is by invitation only.

A. Flower Arranging: Elizabeth LaChance/Kathy Graham

Purchase flowers and greenery on Friday. Arrange flowers on Saturday for altar on Sunday. Could use two people, approximately 1-2 hours, May – Sept. or October.

13. Communion Bread Baking: Fr. Eric Williams

Following a recipe that is provided, bakers make the bread that is used in communion (approximately forty loaves). Baking takes about three hours. Each baker is scheduled once a year.

14. Musicians: Jennifer Dapsi-Morse

There are several roles for musicians in the parish:

A. Senior Choir:

Sing at Sunday Services from September through June. Talent is helpful, but not required. Members attend rehearsals on Sundays before services. Must be of at least high school age.

B. Festival Choir:

Singers perform at special concerts before Christmas Eve and Easter services. Participants are not required to be members of the Senior Choir, but should attend rehearsals during the month before the performance. Must be of at least high school age.

C. Children's Choir:

Choir members who span a broad age range. The Choir will rehearse on a weekly basis beginning in September and ending in early June. The Jr. Choir will sing approximately four times a year during worship services, especially Children's Sabbath services.

D. Instrumentalist: Jenifer Dapsi-Morse

Persons with musical abilities may be asked if willing to perform on Christmas Eve, Easter, or on one Sunday during the summer or the fourth Sunday of a given month.

15. Gift Bearer: Fr. Eric Williams

Gift bearers are assigned to teams of two. These teams bring bread and wine to the altar during services. Each team is scheduled according to the number of volunteers that sign up.

16. Eucharistic Minister: Rev. Deacon Richard Boulter

Eucharistic Ministers assist in leading the worship: leading prayers, reading the lessons and administering the chalice. EMs meet twice a year.

17. Healing Minister: Rev. Deacon Richard Boulter

A healing ministry will be offered during worship. Adults who believe that they have a ministry in healing may assist in the laying on of hands and/or praying for the healing of others during the service. How often one assists will depend on the interest and the need. Training and preparation will be required. A devout and regular prayer life, as well as the ability to listen discreetly and wisely and to keep confidentiality, are essential. People who have felt the power of God in their lives are especially appropriate. The team meets once a month.

18. Lector: Fr. Eric Williams

Lectors read the lessons during 10:30 a.m. Eucharist on Sunday mornings. Lectors must be willing to meet with a reading coach once a year, and will be scheduled to read approximately one to two times during the period of September through June. Qualities needed: reliability, a good speaking voice, and the ability to read with feeling

19. Youth Lector Trainer: Fr. Eric Williams

A mature adult who is willing to work with the youth each week as they prepare to read the lessons at the summer services

20. Youth Lector: Fr. Eric Williams

A. Summertime Lectors – consist of all youth who love to read and are not shy. There are adults willing to work with youth on the Saturday before they read so they can practice and get used to the microphone.

B. Advent Wreath Readers – during the season of Advent, youth who want to share the excitement of the season, read information and a prayer during the lighting of the Advent Candle.

21. Worship Team: Fr. Eric Williams

This group meets every 6 weeks to create and implement worship opportunities at Trinity. In 2011-Celtic, Taizé, Campfire, Ingathering, All Saints, Lessons and carols services, Fathers' and Mothers' Day Services, Martin Luther King and several others.

22. Welcomers: Fr. Eric Williams

Adults and youth of high school age or older may serve as welcomers. Welcomers encourage visitors to attend coffee hour and introduce them to other members of the congregation. Working in teams of two, when assigned, will arrive thirty minutes before the service. Tasks are to meet newcomers, hand out bulletins, assist anyone in need, distribute collection plates, count the congregation, and pick up bulletins after the service. Frequency of service is about one time every six weeks, from 10-11:30 a.m. Qualities needed: reliability, punctuality, and friendliness.

23. Liturgical Dance – Cynthia Coleman

Liturgical dance is worshipping God via dance. Scripture gives many references to the use of dance as a form of joyous celebration and reverent worship. We at Trinity give those the opportunity through gesture, movement, and dance to be a part of the liturgical dance ministry.

We welcome all persons who share a common interest in dance as a language of worship and celebration. Movement is the universal language which integrates us, speaks across cultures, and transcends the spoken word to manifest the spirit. "To move is human...to dance is divine." The liturgical dancers perform their ministry 3-4 times/year.

CHRISTIAN FORMATION

CHILDREN'S MINISTRIES: Martha Hanoian

24. Children's Worship Leaders:

Children's Worship Leaders are asked to sign up to work with children in one of the Worship Centers. One center ministers to children Preschool through lower elementary, another ministers to children in the middle elementary grades while the "Tween" group is for children in the upper elementary grades/6th grade.

Children's Worship Leaders act as Greeters and Storytellers and both need to arrive by 10:15 a.m. in order to prepare for the 10:30 AM Children's Worship. When acting as a Storyteller, the Worship Leader practices and learns the week's Bible story which is told using wood and felt figures and backgrounds. The Storyteller then guides the children through the rest of the worship which includes asking wonder questions, overseeing artistic response time, reading the Bible passage, and dismissing the children with words of praise and a blessing. When acting as a Greeter, the Worship Leader greets the children as they arrive, takes attendance, oversees the artistic response time, deals with late arrivals, and maintains order during storytelling time.

"Tween" Leaders use the curriculum provided. "Tween" Leaders must also arrive by 10:15 am. **Training for these positions is required and is given by the Director of Children's Ministries.

25. Heifer Garden

A. Summer Sunday Heifer Garden Leaders:

Teens, as well as adults, may volunteer to teach children ages three through ten, during the period mid-June through Labor Day. (Two adults must work together with teen help). We use the Heifer Project children's curriculum and work in the Heifer Vegetable Garden on summer Sundays. Summer leaders need to arrive at church by 9:45 am. Materials, ideas and support are always available.

B. Family Mid-Week Volunteer:

Mid-week volunteers would weed the garden one time during a scheduled week.

26. Summer Day Camp: Martha Hanoian

A. Volunteers – Work with the week long camp offered (late July) assisting the professional staff.

B. Family Host – Host for 5 nights one or two of the day camp staff from Michi-Lu-Ca (put them up at your home). Provide breakfast.

C. Dinner Host – Provide dinner one night for the 4 Michi-Lu-Ca staff while they are here.

D. Lunch Volunteer – Provide lunch one day for the 4 Michi-Lu-Ca staff while they are here.

YOUTH MINISTRIES: Blane Hansknecht

27. Rite 13 Youth Participant:

Youth from age 11-13 are encouraged to join this multi-faceted program for youth, aimed at easing the way from childhood to the teen years and maximizing their development in Christ during this exciting period in their lives. It features youth-specific ceremonies, lessons, and a healthy dose of fun trips and activities to build a strong group identity. The commitment is to attend meetings from 9-10:15 AM on Sundays, to worship regularly, and take part in a variety of special events (typically every 4-6 weeks).

28. Rite 13 Leader:

A team of 2-3 adults lead the Rite 13 program, with support from the Director of Youth Ministries. Rite 13 leaders meet with their group on Sundays from September through early-June, coordinate special activities, meet with parents as a group in the Fall and communicate with them privately as needed, write monthly articles for the Bell, work closely with co-leaders, and meet monthly with the Director of Youth Ministries. The commitment is for a two-year period. This calling requires considerable maturity, flexibility, patience, reliability, creativity, and a good sense of humor... the ability to work and relate well with young people is a must.

29. J2A Youth Participant:

This youth group includes 13-15 year olds, or those who have completed the Rite 13 portion of this program. Youth meet Sundays from 9-10:15 a.m., September through early-June. They also meet approximately every 4-6 weeks for social, outreach, diocesan, or fund-raising activities. J2A is the second phase of the Journey to Adulthood program. It is intended to equip adolescents for the increasing levels of responsibility they experience, and prepare them to carry out their Christian mission as adults. The curriculum teaches essential skills in four central areas of their lives: self, society, sexuality (gender roles), and spirituality. The two-year program culminates in a significant Pilgrimage / Mission Trip abroad.

30. J2A Leader:

Two or three adults are the primary teachers/leaders throughout the entire two years of this phase of the Journey to Adulthood program. Under the direction of the Director of Youth Ministries (with whom they meet monthly), the leaders prepare lessons according to the curriculum guide, plan activities, teach the Sunday classes, write monthly Bell articles, secure instructors for special portions of the program, and supervise the youth in a variety of activities and on trips. J2A Leaders commit their time and hearts to function as role models for the youth. They need to be flexible, reliable, kind, emotionally healthy, and faithful in the life and worship of the parish. A good sense of humor is indispensable. J2A leaders and youth also provide the ministry service of Christmas Eve Luminaries.

31. YAC/CnC Advisor:

Two adults act as advisors throughout this phase of the Journey to Adulthood program (After J2A, as Young Adults in the Church). We use Confirm not Conform (CnC) as the confirmation program designed to bring youth to a fully informed, adult decision on their readiness to be confirmed as adults in the church. After confirmation, YAC advisors continue as chaperones and role models for the youth. They assist the youth in taking on responsibility as young adults in the church and advocate for them with the congregation. Advisors also meet monthly with the Rite-13/J2A Leaders and the Coordinator of the Journey to Adulthood program.

32. YAC/CnC Youth Participant:

After J2A and pilgrimage, our youth move to the senior youth programs. In the first year, they take on the study needed to make a fully informed, adult decision on their readiness to be confirmed as adults in the church. After CnC, as Young Adults in Church(YAC), they continue to meet to explore their interests in study, service, and discernment of their adult roles in life and in the church. Each year, a youth representative is called to participate on the church Vestry as a voting member to provide the insights and views of their generation in the decisions of the church.

33. Luminaries:

Volunteers illuminate the church on Christmas Eve with luminaries (paper bags filled with sand and candles, placed along the walkways to give the church a welcoming glow). There are two levels of volunteer responsibility:

A. Coordinator: Make announcements concerning the luminaries, list pledges, purchase bags, write dedications on bags, and lead in setting up the bags on Christmas Eve.

B. Youth Assistants: Help prepare and set up bags on Christmas Eve.

34. Adult Christian Ed. team

This team meets approximately every 6 weeks after the 2nd service to plan and implement Christian education programs for the parish. In 2011 the team worked on the Sunday morning Adult Forum, Wednesday Morning Bible Study, the 2011 Lenten program, the special workshop “Many Paths”, History of Church Music, EfM, Inquirers classes.

35. Wednesday Morning Bible Study: Fr. Eric Williams

The group meets on Wednesday at 9:30am, social time till 10:00 then bible study. Afterward we have lunch together, usually at a restaurant. Great fun and fellowship. We are involved in many ministries in the church including Adopt-a-Child-Size, and Helping Hand. Our mission is to be helpful at Trinity and also in the community, with God’s help.

36. Lenten Program: Fr. Eric Williams

- a. assist with implementing the Lenten (5 nights) program
- b. assist with preparing soup for the Lenten program
- c. assist with preparing salad for the Lenten program

37. Inquirers Class Teacher: Fr. Eric Williams

Assist in designing and implementing the Inquirers classes for 2013. Work with the Rector and other teachers in planning and teaching the classes. Must be excited about adult Christian education.

38. The Story Team: Rev. Richard Boulter

The Story is a 31 week Study of the Bible written in book form to integrate the Old and New Testament in a way to show how many of the teachings of the Old Testament came to being in the New. The program is divided into three parts with part two starting in January and part three in April 2013. The class is set up where by participants are expected to read one chapter per week before class, followed by a video and discussions in the class. We meet Sunday nights from 6:30 to 8:00 PM. All are welcome, a charge of \$10.00 pays for the book and lesson guide.

PASTORAL CARE

39. Prayer Tree Ministry: Kathy Graham

The Prayer Tree is made up of members who pray daily for persons in need of urgent prayers. New members are welcome. Members must be willing to respond promptly to prayer requests. Members may choose between email notification or telephone notification. Those who participate in the telephone chain must be able to receive calls and call the next person in the chain promptly (usually within the same day).

40. Cards and Calls: Kathie Schwark

Adult volunteers work with clergy and card writers in contacting those who are ill, grieving, shut-in, or in distress either by phone, or by mail.

FELLOWSHIP: Virg Stoltz

41. Receptions:

Adult workers are needed to make all our receptions successful. Volunteers may commit to one or more reception.

A. Special Events Coordinators: Virg Stoltz

These Coordinators are responsible for training volunteers and making sure there are workers to set up, serve, and clean up at the various receptions. The coordinator will also purchase needed supplies and gather any necessary information from the rector for the receptions.

B. Special Events Volunteer:

Assist in purchasing designated food items (paid out of budget), decorating and setting up hall, and serving refreshments.

C. Funeral Reception Coordinator: Mildred Bennett / Virg Stoltz

The Coordinator is responsible for contacting members of the parish when a funeral luncheon is planned at the church, and asking them to bring dishes. Also needs to buy the meat (not out of their own pocket) for the luncheon. Does not do the luncheon alone, but coordinates. There are usually three funeral luncheons or so a year.

D. Funeral Reception Volunteer:

Volunteers are needed who can be available on short notice (approximately three or four times a year) to solicit food from parishioners, prepare the hall, set up tables and chairs, serve food, and clean up afterward.

E. Chicken Soup Luncheon/Annual Meeting: Virg Stoltz

Volunteers are needed to assist in hosting luncheons for the parish in mid-December and mid-January. Tasks include preparing food, setting up the hall, serving the food, and cleaning up afterward.

42. Van Buren Park Party: Virg Stoltz

Adults and teens are needed to assist at the party at Noon, taking care of the food, leading games, and cleaning up afterward. The commitment is to one Saturday and Sunday in the Summer. Volunteers need to help transport items to Van Buren Park. A leader is needed to plan and implement games for the children.

STEWARDSHIP

43. Finance Committee: Judy Boulter

Members meet as needed to review financial reports, write and revise parish procedures for fiscal management, draft position descriptions, plan and carry out the Pledge campaign, procure speakers, prepare mailings, review budget requests, prepare the budget for the upcoming year, review opportunities provided for members by the Diocese, and recommend action. Review fiscal procedures and the recommendations of the National church, State, Federal, and Local agencies, and incorporate those recommendations into parish procedures.

44. Finance Counting Team: Sean Hanoian

Trinity members with an interest in finance, specifically counting and banking, will work each week to count and bank church income plus prepare an income sheet. Training will be provided. Team members will be scheduled one to two months per year (4 - 5 Sundays per month).

45. Strawberry Festival: Virg Stoltz

A. Volunteers - Volunteers may choose jobs such as publicity, hulling strawberries making cheese cakes, making biscuits, making pie crusts, strawberry jam, pie rolling, cashier, restaurant worker, bakery worker, kitchen worker, parking cars, festival set up and take down, inventory. Some sign ups needed but many jobs are available on the scheduled dates. There is something for everyone to do. No experience needed.

B. Apprentice – Work with Strawboss learning organization and business of the festival.

SPECIAL GROUPS / MINISTRIES

46. Episcopal Church Women: Pat Marshall

The Episcopal Church Women organization includes all the women of our congregation. As a group we hold meetings on the 4th Friday of each month along with crafts, games and fellowship. Trinity's E.C.W. engages in a number of helping ministries and raises support funds to carry them out. The following activities list just a few of our annual projects. Weekly a Wednesday Morning Sewing Group meets to make pillows, lap blankets, quilts, baby hats and wheel chair backs for patients of St. Joseph's Hospital. This group also makes clothes for Adopt-A-Child-Size. We also sponsor the Mitten Tree, provide funeral luncheons and hold a Mother's Day Celebration each year.

47. Memorial Garden: Virg Stoltz

Under the direction of the Memorial Garden Coordinator, volunteers assist in maintaining the garden as a place for quiet prayer and meditation, as well as for the interment of ashes.

48. Vestry: Fr. Eric Williams

The Vestry consists of twelve members of the congregation elected to lead in spiritual and business decision-making. Vestry members meet monthly on Monday evenings. They have responsibilities in many facets of parish life. Vestry members must be at least sixteen years old, baptized, a pledging member, and regular in worship. A Vestry member should be a good listener, be active in the life of the parish, be regular in worship, be able to keep confidences, and be able to work collaboratively within a group. Vestry members serve three-year terms.

49. Vestry Youth Representative:

Youth representative to vestry must be 16. They will be elected to a one year term by the members of Rite 13, J2A, and YAC. They attend all vestry meetings and the vestry retreat. They represent the youth of the parish and take concerns of our youth to the vestry, and communicate vestry issues to our youth.

50. Blood Drive: Sharon Peters

Trinity hosts 2 blood drives every year. Help is needed to promote and advertise these programs.

51. Communication Team: Dave Anderson

The Communication Team consists of a number of volunteers that work on all the way we communicate Trinity: our weekly Bell Notes, the Bell monthly newsletter, and the website. The team meets monthly; to talk about ways to effectively communicate, both internally and with nonmembers, proclaiming who Trinity is, what we do and helping people stay included and involved.

52. Trinity Audio/Visual Systems

This ministry operates and maintains the various audio and visual (A/V) systems at Trinity, including the sound and recording system in the sanctuary, and the A/V system in the parish hall. The ministry utilizes its own talents for minor repairs and upgrades, and works with vendor for major repairs and updates. Finally, the ministry trains operators of these systems. Our goal is to operate these systems and react to issues in a manner that allows these systems to perform their function invisibly, such that the congregation can focus their attention solely on worship.

Some Thoughts on Ministry

Jesus said to them... "as the Father has sent me, so I send you." - John 20:21
Ministry is the active response to God's call. Christian ministry is more than simply doing good. Rather, it is something that Christ does in us and through us and that we do in and through Christ. As ministers of state act not on their own but on the authority of the states that send them, so too, we act not on our own but on the authority of God who calls us. Jesus said, "you did not choose me, but I chose you. And I appointed you to go and bear fruit, fruit that will last..." John 15:16

Ministry comes for the same root word as minus, which means "less." Jesus said, "For who is greater the one who is at the table or the one who serves? Is it not the one at the table? But I am you as one who serves" (Luke 22:27). Paul, too, reminds us that our Lord "did not count equality with God as a thing to be grasped, but emptied himself, taking the form of a servant" (Phil. 2:6-7). Our call, then, will place us in the role of a minister, on God's behalf, in service to God's creation.

Genuine ministry involves both giving and receiving. This reciprocity is central. Ministry "to" is patronizing, for it fails to acknowledge our own need; not does it recognize the mutual nurturing experience when we are brought to Christ through the people we serve. Those who minister at a soup kitchen, for example, often find themselves deeply enriched by those they serve.

A true minister is "anybody who is the channel of God's love to others, and is willing to share something of the cost of that love; and whose eyes are open to perceive God's presence everywhere and in everybody." "Whoever serves me must follow me, and where I am, there will be my servant also. ..." John 12:26

Jesus lived his life in common with others, sharing and participating in God's work. He began his ministry by calling Simon, Andrew, and others to proclaim the Good News. (Matt 4:18-22) During his ministry he continued to gather men and women, and he ended his ministry by promising to be with them always. (Matt. 28:16-20_

As followers of Jesus, we are called to live as Jesus did. We know he will always be with us, and with Christ all things are possible.

This ministry booklet is only a partial description of the various ministry opportunities available through Trinity. Please read through the ministries and consider serving though one or more of them. Or, if you find that your particular talent cannot be used through one of these ministries, talk to us and let us help you find a ministry through which you can serve, or allow us to support you in a ministry in which you are already serving.

God's Peace To You Always