

NEW JERUSALEM BAPTIST CHURCH VOLUNTEER MINISTRY OUTLINE

Ministry & Leader	Description of Volunteer Service	Number of Volunteers Needed	Frequency of Service	Length of Service
Baptist Collegiate Outreach	Witness to, serve, and conduct bible study for local college student on campus with the intentions of introducing them first to Jesus secondly to NJBC. May prepare meals to carry to the College or invite the students to church and a meal	Unlimited number of volunteers	Once per month 3 hours	12 Month Commitment
Children's Council	Meet monthly to discuss, plan and facilitate monthly activities for the children in grades K-5.	Unlimited	Monthly 1-2 hrs	12 Month Commitment
Children Church	New Jerusalem Children Church is designed to prepare children ages 5 – 11 for regular adult service. Children church allows the children to be their own ushers, praise teams, even teachers. A New Jerusalem Minister will preach a 15 minute Children's message. Note: this Volunteer position requires a background check	3 Volunteers (there will be 2 Associate Ministers and the CC Director present at all times)	9:50 a.m. – 1:00 p.m. (1 Sunday per month; 3-month commitment)	1 Sunday per month for 3 months
Nursery	The New Jerusalem Nursery is set aside to offer child care services to children age newborn to 4 years of age during the 11 a.m. worship service. Change diapers, give bottles, lead songs and arts and craft, play age appropriate movies and read books. Note: this Volunteer position requires a background check.	3 Volunteers needed Age 17 and up Must be CPR Certified	9:50 a.m. -1:00 a.m. Every Sunday 1 Sunday per month	(3-month commitment)
C.H.O.P.s (AWANAs)	One hour of teaching arts crafts and games that teaches biblical truths. Will teach simple selected bible lessons, lead in crafts, games and songs. Note: this Volunteer will need to have back-ground check prior to working with this ministry.	5 Adults; age 18 and older	Wednesday evenings from 6:45 p.m. to 8:30 pm.	3-month commitment

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Christian Education (CLICK)	Christin Living in Christ Kingdom. The mission is to equip the body of Christ. With adequate training, prepare and teach Sunday School classes to Adults or elementary age students using preselected curriculum. We also need teaching assistants, administrative assistants and event coordinators.	2 volunteers per class	4 Sundays per month 1 hour each Sunday	4-Month Commitment
New Members Orientation	Properly prepare new members via an orientation. You will help to explain the church's beliefs, vision and responsibilities as a member	Minimum 4 volunteers per Orientation	5 hours per month on the 4 th Saturday	6-Month Commitment
Church Office	Responsibilities will include but not be limited to Inputting data, filing papers, sorting mail, folding and stuffing, Sunday or special event programs some minor cleaning	1 volunteer per day	1 day per week	4 hours
Evangelism	Lead the congregation in evangelical endeavors in and throughout the community. Conduct evangelism training and annual outreach events.	Unlimited	Unlimited	Unlimited
Couple's Ministry	Ministry's purpose is to promote fellowship and spiritual growth, among married couples at NJ. We sponsor and host workshops and fun activities.	By default, all married couples Unlimited	Unlimited	Unlimited
Dance Ministry	This ministry focuses on teaching dance the children, youth and even interested adult s of NJ, with the purpose of praising God in dance during worship services.	3 volunteers	Once a week for 12 months	2 hours
HYPE YOUTH	Facilitate activities, ie: bible studies, workshops, outreach, evangelistic events etc. for youth in Grades 6-12	7	As needed 1 year	As needed

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Intercessory Prayer	If you have the gift of prayer, then pray about becoming involved in this ministry. The intercessory prayer ministry meets regularly to pray for the pastor and the needs of the congregation. I.P. also meets every 3 rd Tuesday at Atlanta Live and prays in the call in prayer room and lead in prayer walks and prayer conferences.	TBD	Every Tuesday and as needed	As needed
IT Ministry	Designs and maintain the church website. Also troubleshoot computer issues and run periodic backups of office computers and updating of software.	Maximum 3 volunteers	As needed	6-12 months
Kitchen	Prepare breakfast and plan and organize preparation and serving of food from the kitchen. Also keep the kitchen neat and clean	3 volunteers	On call for special days i.e.; church anniversary	6-month commitment
Men Ministry	Ministry designed to foster and offer fellowship for men. Activities will include but not be limited to monthly gatherings to talk, work, play and mentor young men.	By default - all men	Monthly	1-4 hours
Parking	Because parking can become congested. This ministry ensures the best use of the church property by directing incoming and outgoing vehicles onto church property.	3 volunteers	4-5 Sundays per month Each Sunday from 9:45 am- 11:00 am	3-month commitment
Transportation	Responsible for driving routs to pick up and drop off members and visitors without transportation. Also responsible for driving the church vehicles when the	2 volunteers per route	Every Sunday morning in time to return for 10	6-12 month commitment. Must have a

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	church is accompanying the Pastor on preaching engagements or invitations that the church may receive.		am service and return riders after service.	clean driving records
Missions	This ministry researches local and foreign areas in need. Plans will be made on how to go into those areas and introduce Jesus Christ	Unlimited	1 st and 3 rd Sunday at Eastside Nursing Home. 1 hour	6-month commitment
Music Ministry	Musicians responsible for providing music for worship service and or special services held at the church, i.e.; revivals, anniversaries etc.	TBD by Minister of Music	Every Sunday Approx. 6 hours, May be more for special services	Unlimited
Shabach Children's Choir	Adult volunteers are needed to sit with the children in the choir stand on the Sunday's that they sing and make sure that order is maintained as much as possible. After the Shabach Choir sings, volunteers are needed to supervise and pass out snacks for the children in the fellowship hall	4 volunteers	The 2 nd Saturday & Sunday From 10:00 am - end of church	3-month commitment
Men's Choir	Any male member of New Jerusalem that has a desire to sing, and grow in the ministry of singing, and the willingness to combine your voice with others to make a joyful noise.	15 or more	TBD	6-months commitment to indefinitely
Praise Team	Must be ok with standing in front of people and encouraging them to join in, in praise and worship and must not become discouraged if they do not. Must be willing to lead songs when called upon.	Max 7 per ministering opportunity	2 nd , 3 rd , 5 th Sunday prior to the 10 am service	6 months to indefinitely

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Jubilee Choir	Any member of New Jerusalem that has a desire to sing, and grow in the ministry of singing, and the willingness to combine your voice with other members to make a joyful noise.	unlimited	1 st , 4 th & 5 th Sunday at all worship services.	6 months to indefinitely
Senior Choir	Any senior member of New Jerusalem age 60 and up that has a desire to sing, and grow in the ministry of singing, and the willingness to combine your voice with others to make a joyful noise.	15 or more	TBD	6 months to indefinitely
Seasoned Saints	The Church's most valuable resource due to wisdom and age come together to form this lively group of saints. Fellowship and loving life is there goal. They meet once a month to have lunch with the pastor and plan to orchestrate a monthly worship service that will go around from church to church each month. As stated this group is a lively group of saints that are not afraid to worship or travel, both of which they will do with a minutes notice.	Unlimited	Unlimited	Unlimited
Women's Choir	Any woman of New Jerusalem that has a desire to sing, and grow in the ministry of singing, and the willingness to combine your voice with others to make a joyful noise.	15 or more	TBD	6 months to indefinitely
SWAT (Singles Ministry)	Ministry's purpose is to foster fellowship, spiritual growth, and awareness of "Singles With A Testimony" this group will minister and share among themselves and other singles ministries. The focus is to recognize Wholeness	Unlimited; if you are not married then by default you are a part of this ministry	Once a month	Individual decision
Usher	Greet members and visitors with a smile, offer a program and offering envelope and an escort to a	At the minimum 7 per service	2 Sundays per month all worship services	6 months til indefinitely

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	comfortable seat. Keep watch over worshippers and be prepared to offer assistance when needed.			
Audio Ministry	Make sure that the sound in the sanctuary is adequate for those listening and those speaking. Make sure that all video equipment is working properly. And ensure that the operation runs smoothly. Also make copies of worship service CD's and DVD's	Minimum of 2 per service	Sundays 8am and 11am service	Minimum 3-6 month commitment
WOW	Women of the Word Ministry designed to foster and offer fellowship for the women of NJ. Activities will include but not be limited to monthly gatherings to talk, work or play.	By default – all women	Monthly	Unlimited
Y.A.L.L. Young Adult Ministry (18-25)	New ministry set aside for those young adults in the church that may feel like they don't fit in. This ministry's focus will be to meet you where you are whether young and single, young and married, fresh out of college etc. and attempt to help you connect with church life on your level.	Unlimited (18-25)	TBA	Individual decision
ROC (Reach Out & Care) <i>TBA</i>	Call new members <u>once</u> a week for five weeks to make sure that they are adjusting to NJBC. Encourage them to attend NMO and to think about which Ministries they would like to be in involved in.	Minimum 3	Based on need	Individual decision
Cancer Support Ministry	While the ministry involvement include prayer, counsel, visits and assistance, it is centered on bringing God's HOPE to patients and their caregivers, family and friends. (Training Provided)	Unlimited	As Needed	6-Month Commitment

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Stephen Ministry	Trained members that provide high-quality, confidential, Christ-centered care of people who are hurting. These ministry workers will work side-by-side with the Deacon ministry providing Pastoral Care to the members of the congregation.	Unlimited	As Needed	1-Year Commitment
Greeters	The purpose of this ministry is to show love and kindness to everyone who chooses to worship with the New Jerusalem Family; a special welcome will be extended to visitors whether it is their first time or if they have been with us before.	2 People Per Service	First 45 Minutes of each regular worship service	6-Month Commitment
Security Ministry	Responsible for the security of the entire campus of New Jerusalem Baptist Church as well as the safety of all of those in attendance for worships, meetings, or fellowship gatherings.	4 Per Sunday Worship Service 2 for Meetings	All events happening on the church campus	12 Month Commitment
Video/Media Ministry	A ministry with OUTREACH in mind. This ministry provides streaming video to worshippers that attend service as well as those that are at large; whether sick and shut-in or out of state or country.	6 per Service	All Services	12 Month Commitment
Congregational Nurse	Ensures that our members and visitors are immediately cared for in case of a medical emergency. This ministry will also provide health information and services to promote healthy lifestyles as a proactive measure.	2 Per Service	All worship Services	6 Month Commitment
Veteran's Ministry	To provide and opportunity for military veterans of all eras to come together under their common bond of service to our country, to share their common experiences, to support each other and to volunteer to support current military members.	Unlimited	Once Per Month	6 Month Commitment

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