

**LITTLE CHAPEL ON THE BOARDWALK  
WRIGHTSVILLE BEACH, NORTH CAROLINA  
Dedication of Time and Talents for 2009**

Name \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Home Fax \_\_\_\_\_

Work Phone \_\_\_\_\_ Work Fax \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Address \_\_\_\_\_

Occupation \_\_\_\_\_

You will find below a brief summary of the work of each of our Church Committees, as well as specific tasks in the life of our congregation for which the committee is responsible. We are the Little Chapel with a Big Heart but it is our collective gifts shared in Christian service that make it so. God has given to each of us gifts, time and talents to use for the good of each other and of God's work in the world. Let us choose to be workers together on behalf of God and to be blessings for others.

**“Maintaining the Tradition”  
“To whom much has been given, much will be required” Luke 12:48**

Recognizing the gifts, the time and the talents which God has given to me, **I wish to dedicate myself** in the following ways to the service of God through the work of the Little Chapel in 2009:

*(Please return this form to the church office as soon as possible)*

**CHRISTIAN EDUCATION**

The Christian Education Committee oversees and provides support for our Sunday School program, programs with children and youth, nursery attendants, small study groups, Church library and encourages attendance at Camps and Conferences. *Note: PYC = Presbyterian Youth Connection. PKC = Presbyterian Kids Connection. WNB = Wednesday Night on the Boardwalk.*

- |   |  |
|---|--|
| <input type="checkbox"/> Serve on the Christian Education Committee (1001)              | <input type="checkbox"/> Help with the development of new study programs for adults (1018) |
| <input type="checkbox"/> Sunday School Teacher (1002)                                   | <input type="checkbox"/> General help with Puppet Ministry (1019)                          |
| <input type="checkbox"/> Sunday School Substitute Teacher (1003)                        | <input type="checkbox"/> Catalog Books in Church Library (1021)                            |
| <input type="checkbox"/> Help with Summer Nights on the Boardwalk (Early August) (1004) | <input type="checkbox"/> Shelve Books in Church Library (1022)                             |
| <input type="checkbox"/> Help with leadership of crafts as needed (1005)                | <input type="checkbox"/> Be a part of the College Ministry Outreach team (1023)            |
| <input type="checkbox"/> Help with PKC Fall Festival (1006)                             | <input type="checkbox"/> Help find donations for College Care Packages (1024)              |
| <input type="checkbox"/> Be a PKC Adult Volunteer (1007)                                | <input type="checkbox"/> Be a Stage Helper for Puppet Ministry (1025)                      |
| <input type="checkbox"/> Help with nursery during worship hours (1008)                  | <input type="checkbox"/> Help with Lenten Festival (Spring) (1026)                         |
| <input type="checkbox"/> Help develop/plan PKC Programs/Projects (1009)                 | <input type="checkbox"/> Provide Casserole/Snacks for a College retreat (1027)             |
| <input type="checkbox"/> Serve as an Adult PYC Advisor (1011)                           | <input type="checkbox"/> Help with Advent Festival (November) (1028)                       |
| <input type="checkbox"/> Lead small group studies (1012)                                | <input type="checkbox"/> Be a Puppeteer (1029)   |
| <input type="checkbox"/> Provide boat for PYC Dock Party (1014)                         | <input type="checkbox"/> Help make puppets or create puppet skits (1030)                   |
| <input type="checkbox"/> Help with PYC Treasure Hunt (August) (1015)                    | <input type="checkbox"/> Serve as a chaperone for a PYC lock-in or retreat (1031)          |
| <input type="checkbox"/> Provide Snacks/Meals for Sunday Night PYC (1016)               |  |
| <input type="checkbox"/> General help with Church Library (1017)                        |  |

## CONGREGATIONAL CARE

The Congregational Care Committee provides a ministry of concern for the congregation as well as other programs to help new members feel at home amongst us.

- \_\_\_ Serve on the Congregational Care Committee (2001)
- \_\_\_ Send cards: death, illness, etc. (2003)
- \_\_\_ Make hospital/nursing home & homebound member visits (2004)
- \_\_\_ Write new member biographies (2006)
- \_\_\_ Deliver welcome packets to New Members (2007)
- \_\_\_ "Adopt" a homebound member (2008)
- \_\_\_ Provide transportation to church, doctor's office, etc. (2009)
- \_\_\_ Deliver church flowers (2011)
- \_\_\_ Help to organize a support group (please specify \_\_\_\_\_) (2012)
- \_\_\_ Arrange church flowers for visitation volunteers (2013)
- \_\_\_ Member of Boardwalkers' Program (2014)
- \_\_\_ Serve on the Wednesday Night on the Boardwalk Programming sub-committee (2015)

## FOOD AND FELLOWSHIP

The Food and Fellowship Committee provides monthly breakfasts, muffins, cookies, and beverages on Sunday mornings and coordinates receptions (funerals and special occasions) and Wednesday Night on the Boardwalk suppers.

- \_\_\_ Serve on the Fellowship and Food Committee (3001)
- \_\_\_ Help with Breakfasts (3002)
- \_\_\_ Help with Receptions (3003)
- \_\_\_ Help set up coffee on Saturday mornings (3004)
- \_\_\_ Help with tablecloth maintenance (3005)
- \_\_\_ Help serve muffins on Sunday after 8:30 service (3006)
- \_\_\_ Arrange flowers for table decorations (3007)
- \_\_\_ Help serve cookies and punch on Sundays after 11 am service (3008)
- \_\_\_ Help set-up dinner tables for WNB (3009)
- \_\_\_ Help provide food for special occasions (3010)
- \_\_\_ Help with Kitchen clean-up for WNB (3011)
- \_\_\_ Serve as cashier for WNB (3012)
- \_\_\_ Find guest speakers for WNB (3013)
- \_\_\_ Cook for WNB (3015)

## OUTREACH

The Outreach Committee provides support for outreach programs to new visitors and prospective members, including our "Cookie Patrol" and Inquiry Classes. Also updates/maintains LCOB Website.

- \_\_\_ Serve on the Outreach Committee (4001)
- \_\_\_ Deliver Cookies to New Visitors (Cookie Patrol) (4002)
- \_\_\_ Help prepare programs for prospective members (4003)
- \_\_\_ Write publicity for Newspaper (4004)
- \_\_\_ Help with church website (4005)
- \_\_\_ Bake cookies for Cookie Patrol (4006)
- \_\_\_ Mail letters & file weekly cookie sheets (4007)
- \_\_\_ Assemble bags of cookies for cookie patrol (4008)
- \_\_\_ Video recording of church events (4009)
- \_\_\_ Photography of church events (4010)

## PERSONNEL AND PLANNING

The Personnel and Planning Committee provides general personnel administrative support and supervision for our staff, as well as being the long range planning group for the Church.

- \_\_\_ Serve on the Personnel & Planning Committee (5001)
- \_\_\_ In conjunction with church committees, develop short and long range plans (5002)
- \_\_\_ Encourage committees to review and prioritize programs annually (5003)
- \_\_\_ In conjunction with church committees, make necessary additions/changes to church manual (5004)
- \_\_\_ Encourage members to use their spiritual gifts (time and talent) (5005)
- \_\_\_ Review and handle all criticisms/suggestions about and from paid staff (5006)
- \_\_\_ Assist with office computer and software matters, including purchase/setup of equipment (5007)
- \_\_\_ Ensure effective communication between staff, officers, committees, and congregation (5008)
- \_\_\_ Evaluate and recommend need for non-clergy staff to Session. Recruit, interview, hire new staff (5009)
- \_\_\_ Write/review job descriptions and supervise staff performance evaluation process (5010)
- \_\_\_ Evaluate and make salary/benefit recommendations to Session concerning paid staff (5011)

## PROPERTY

The Property Committee oversees the care of the Building & Grounds of the church properties. This includes the maintenance, repairs, as well as to recommend the proper insurance, for our church and manse properties including 25 West Oxford, 14 West Fayetteville and 11 West Oxford.

- Serve on the Property Committee (6001)
- Help with Workdays (6002)
- Help with inside work (6003)
- Serve on Hurricane subcommittee (6007)
- Help with yard work (6010)
- Help with church's insurance program (6012)
- Church Garden Club member (6015)

## STEWARDSHIP AND FINANCE

The Stewardship and Finance Committee provides support for our financial programs, including the stewardship annual campaign as well as Memorials and Scholarship programs.

- Serve on the Stewardship and Finance Committee (7001)
- Help with leadership of Stewardship Campaign (7002)
- Assist with Financial reports/updates to Congregation (7003)
- Help with Fifth Sunday Program (7004)
- Create/Maintain Memorials Book (7005)
- Member of scholarship committee of church (7006)
- Help count offering on Sundays (7007)
- Help count offering on Mondays (7008)
- Assist with quarterly reviews/audits (7009)

## WITNESS AND SERVICE

The Witness and Service Committee supports the work of the Church and other organizations, as well as individuals in need beyond our own doors, both locally and through Presbytery, Synod and General Assembly, including support for our missionaries, our seminaries and the local Presbyterian Counseling Center. This Committee promotes our special offerings during the year, and also serves as the Session's liaison with our Boy Scout Troop, our Mothers' Morning Out Program, Habitat for Humanity, and Salvation Army.

- Serve on the Witness and Service Committee (8001)
- Serve as liaison for Salvation Army, Boy Scouts, Seamen's Center, Yahweh Center, etc.(8002)
- Promote special mission offerings/programs (8003)
- Help with Habitat for Humanity (8004)
- Mothers' Morning Out Volunteer (8005)
- Deliver magazines to Seamen's Center (8006)
- Help with Blood Drives at the church (8007)
- Volunteer for the 2<sup>nd</sup> Loaf Summer Food Collection (8008)
- Deliver aluminum cans to Habitat for Humanity (8009)
- Deliver collected 2<sup>nd</sup> Loaf food to Soup Kitchen (8010)
- Maintain contact with missionaries (8011)
- Participate in a mission trip (8012)
- Help prepare Meals on Wheels (8013)
- Help count 2 Cents a Meal money (8014)
- Help Promote Food of the Mo. for Salvation Army (8015)
- Coordinate/publicize child sponsorship (8016)
- Be a member of the 2<sup>nd</sup> Loaf Planning Committee to organize/oversee this program (8017)
- Assist with the collection of health kits (8018)
- Help with delivery of Meals on Wheels (8019)
- Help with Christmas Day Meals on Wheels Ministry (8020)
- Help with Tileston Outreach Program (8021)
- Write letters/cards to sponsored child in Africa (8022)
- Assist with set up for 2<sup>nd</sup> Loaf on Saturday a.m.(8023)
- Join Binkie Patrol or knit prayer shawls (8024)
- Voluntary contribution to families of deployed Reservists at Christmas time (8025)
- Distribute posters/fliers for 2<sup>nd</sup> Loaf (8026)
- Participate in 2009 CROP Walk to fight world Hunger (8027)
- Do a Minute for Mission to promote a project.(8028)
- Help with Christmas Shoebox Gifts (8029)

## WORSHIP

The Worship Committee provides support for all matters related to Sunday Worship as well as Special Worship services.

- Serve on the Worship Committee (9001)
  - Serve as usher – 8:30 (9002)
  - Serve as usher – 11:00 (9003)
  - Serve as usher for funerals (9004)
  - Serve as usher for special services (9005)
  - Participate in the leadership of worship (9006)
  - Work with the sound/lighting system (9007)
  - Serve on flower committee (9008)
  - Help with the parking lot on Sunday morning (9009)
  - Help with the development of new worship experiences (9010)
  - Provide Bread for Communion (9011)
  - Help decorate the church for special occasions (9012)
  - Sing in Adult Choir (9013)
  - Play in adult handbell choir (9014)
  - I play \_\_\_\_\_  
(piano, flute, trumpet, guitar, etc.) (9015)
  - Help maintain music library (9016)
  - Assist with Children’s music (9017)
  - Assist with Youth music (9018)
  - Assist with the preparation of the Communion Elements (9019)
  - Serve on a Wedding Committee (9020)
  - Audio recording @ 8:30 (9021)
  - Audio recording @ 11:00 (9022)
  - Assist with Call to Worship (9<sup>th</sup>-12<sup>th</sup> grade) (9023)
  - Serve as an acolyte (6<sup>th</sup>-8<sup>th</sup> grade) (9024)
  - Play in youth handbell choir (9025)
  - Coordinate youth for acolytes/call to worship (9026)
  - Change Paraments (9027)
  - Play in children’s handbell choir (9028)
  - Assist with Funerals and Memorial Services (9029)
- Worship by the Sea ~ Alternative Worship Services
- Music Team (9030)
  - Facilities Management (9031)
  - Food Management (9032)
  - Lay Worship Leader (9033)
  - Audio-visual Technician (9034)
  - Publicity Team (9035)

## NOMINATING

The Nominating Committee consists of two Elders, one representative from the Presbyterian Women, one representative from the Presbyterian Men, one representative from the choir, and two at-large congregational members. This Committee seeks to nominate individuals who will serve a three year term as a member of the Session.

- Serve on the Nominating Committee (9051)
- Interested in being an Elder (9052)

## PRESBYTERIAN WOMEN

Women of all ages can choose from many different ways to be involved in fellowship and learning. “Circles” are designed to build friendships, to provide Bible study, and to offer spiritual and emotional support to one another. Presbyterian Women also sponsor special events and projects throughout the year.

- Join a Presbyterian Women Circle (9301)
- Help with Presbyterian Women’s gatherings (9302)
- Help with Presbyterian Women Bible Study (9303)
- Help with meals/receptions at times of death (9304)
- Help with Meals on Wheels (9305)
- Help with Prison Ministry (9306)
- Keep History Cabinet in Narthex (9307)
- Serve as liaison to Church Women United (9308)

## PRESBYTERIAN MEN

The Presbyterian Men enjoy fellowship through the Men’s supper, held on the third Monday of each month (September – May). In addition, the Presbyterian Men sponsor church events, offer support to men throughout the church, and plan regular golf and bowling outings.

- Join the Presbyterian Men’s supper (9401)
- Help plan Presbyterian Men’s golf, bowling, fishing outings (9402)
- Help find guest speakers for Men’s suppers (9403)
- Help with Men’s suppers (9404)

## CHURCH OFFICE

Complete the section below. An office volunteer coordinator will contact you.

\_\_\_ Yes! Add my name to the Church “*Office Elves*” Volunteer’s List  
I especially would like to help:

- \_\_\_ Work in office during Administrator  
absence (9501)
- \_\_\_ Volunteer - special mailings (9502)
- \_\_\_ Monthly Newsletter (9503)
- \_\_\_ Weekly Bulletins (9504)
- \_\_\_ Volunteer - church directory (9505)
- \_\_\_ Copy, fold, and collate (9506)
- \_\_\_ Answer phones (9507)
- \_\_\_ Volunteer - with special projects (9508)

\_\_\_\_\_ Internal Data/Technical Support – Printers, software,  
office machinery (ITS)

\_\_\_\_\_ Website management

**Other Special Interests or Hobbies include:**

**IF YOU HAVE NEW IDEAS FOR HOW TO USE YOUR OWN GIFTS IN SERVICE AT THE LITTLE  
CHAPEL, PLEASE MAKE SUGGESTIONS BELOW:**