

## Cary Church of Christ – Ladies Involvement Form

Please check all the service opportunities below that interest you. Deacons overseeing each area of service will follow-up with you as needed. When complete, please return this form to the office.

Name:

Date:

E-mail:

### Bible Classes

If you are willing to teach and/or assist with Bible Classes, please indicate the ages and times you prefer.

- Teach                       Assist
- Nursery                       Pre-School                       Elementary
- Teenage girls (middle and high school)                       Adult ladies
- Sundays                       Wednesdays
- Collect attendance sheets

### Worship Assembly

- Greeter                       Service caller/reminder
- Manage baptismal garments                       Load Pencils and Cards in Pews

### Ladies Programs

- Ladies Day planning                       Ladies retreat planning
- Ladies outings planning                       Host Ladies prayer breakfasts
- Wedding and baby shower planning
- Direct/Assist with *Worthy Woman* publication

### Youth Ministries

- Participate/Serve                       Elementary                       Middle School
- High School                       Work with Dorcas Program
- Work with Lads to Leaders                       Chaperone outings and/or Lock-ins
- Newsletter Editor

### Teacher Work and Supply Room

- Organize and assist with operation                       Participate in teacher workdays

## Vacation Bible School

- Teach**                       **Assist teaching**                       **Registration**  
 **Decorate**                       **Kitchen**                       **Puppet team**  
 **Set construction**

## Benevolence

- Pantry food distribution** - Help members and visitors find the items they need.  
Ensure that visit is recorded in our registration book and policies are followed.
- Pantry maintenance** - There are several opportunities to help here:  
Gathering collection bins, sorting and restocking donations, purging expired items, record keeping.
- Assist with moves** - Provide muscle for loading and unloading a truck. Also, it's helpful to have folks that can help with the packing and unpacking.
- Coordinate an event** - There are several events that take place each year and we need help organizing them. Events include: Pantry Food Drives, Adopt-a-Family, Holiday Meal Baskets, Other as need occurs.
- Other** - I have specific benevolence experience and/or interests. Please contact me.

## Building and Grounds Maintenance

- Handyman/Maintenance worker - Inside**  
 **Handyman/Maintenance worker - Outside**  
 **Manintenance manager – Inside**                       **Manintenance manager - Outside**  
 **Electrician**                       **Landscaping assistance**

## Bible Correspondence Courses Grader/Teacher

- Online**                       **Print**

## Communion

- Prepare for a month**                       **Bake communion bread**

## Finance

- Contribution counting and tracking** - Count weekly contribution and track amounts in a spreadsheet.
- Accounting and bookkeeping** - Responsible for tracking and paying bills, payroll, loan payments, and budget creation and tracking.
- Insurance and Banking** - Coordinate with insurance company to manage claims and contract changes. Coordinate with banks to manage account changes and mortgage loan updates.

## Kitchen

- \_\_\_\_\_ **Maintain supplies**                      \_\_\_\_\_ **Clean and organize**
- \_\_\_\_\_ **Empty and haul away recycling**

## Library

- \_\_\_\_\_ **Assist with Library operations**

## Member Involvement

- \_\_\_\_\_ **Coordinate one or more congregational fellowships and activities** - including church picnics, sweetheart fellowships, holiday parties, Thanksgiving meal, trunk-or-treat, etc.
- \_\_\_\_\_ **Assist with one or more congregational fellowships and activities** - set up and breakdown tables and chairs, send email notifications, make phone calls, decorations, food service preparation, M.C. activities, etc.
- \_\_\_\_\_ **Triple E Group leaders** (husband/wife role)
- \_\_\_\_\_ **Graphic artist** - design artwork, flyers, bulletin boards to promote congregational activities (Ladies Day, Men's Day, Retreats, etc.)
- \_\_\_\_\_ **Bulletin board designer/installer** - design themes and create material for bulletin boards for the various ministries and groups.
- \_\_\_\_\_ **Email correspondent** - send emails to remind members of upcoming activities and events.
- \_\_\_\_\_ **Telephone encourager** - call members to encourage their participation in congregational events (Gospel meetings, Triple E functions, etc.)

## Missions

- \_\_\_\_\_ **Serve on Missions Committee** - Attend and participate in meetings to discuss missions activities and plans.
- \_\_\_\_\_ **Short-term missionary** - Raise funds and travel to domestic and foreign locations to spread the gospel.
- \_\_\_\_\_ **Mission work researcher** - Make phone calls and emails to gather information to assist the Missions deacon and committee in evaluating missions requests.
- \_\_\_\_\_ **Missions meeting secretary** - Keeps minutes for all Missions Committee meetings.
- \_\_\_\_\_ **Blog editor** - Gather photos and information and add them to the missions blog per deacon approval.
- \_\_\_\_\_ **Missions/Live Wires liaison** - Coordinator of missions-related activities and events for the Live-Wires. Requires Missions Committee membership.
- \_\_\_\_\_ **Missions/Youth Group liaison** - Coordinator of missions-related activities and events for the high school Youth Group. Requires Missions Committee membership.

- \_\_\_\_\_ **Missions/Preaching Student liasion** - Coordinates communication, care packages, and celebrations for the preaching student that is receiving financial support from our congregation. Requires Missions Committee membership.
- \_\_\_\_\_ **Bulletin board manager** - Designs and updates the Missions Bulletin Board quarterly.

## Technology

- \_\_\_\_\_ **Audio/Video equipment operation during worship**
- \_\_\_\_\_ **Audio/Video equipment maintenance**
- \_\_\_\_\_ **Computer networking** - Management of the computer network at the building.
- \_\_\_\_\_ **Computer maintenance** - Management of the software and hardware required at the building.
- \_\_\_\_\_ **Copier maintenance** - Coordination with the copier company to manage the copier contract and maintenance requests.
- \_\_\_\_\_ **Phone maintenance** - Coordination with the phone company to manage our phone contract.

## Visitation

- \_\_\_\_\_ **Visitor follow-up**
- \_\_\_\_\_ **Visit and/or take communion to shut-ins**

## Website

- \_\_\_\_\_ **Content** - Regularly contribute content (text or photos) for a particular ministry
- \_\_\_\_\_ **Design** - Contribute graphic content
- \_\_\_\_\_ **Technical** - Assist with website programming
- \_\_\_\_\_ **Post to Social Media** (Facebook, Twitter, etc.)

## Additional interests, skills, and notes