

# Ministry Descriptions

*“Each one should use whatever gift he has received to serve others, faithfully administering God’s grace in its various forms.” – 1 Peter 4:10*

**Accounting/Bookkeeping** – Use your accounting/bookkeeping skills to help prepare financial reports and other assigned duties.

Contact Person: Bob Schroeder (952-457-5880)

**Altar Guild** – help set up Communion and clean up two Thursdays and two Sundays per month, change altar paraments, refill oil candles, order supplies, set out flower arrangements, and make baptismal napkins

Contact Person: Barb Vathauer (952-873-6328)

**Boy & Girl Pioneer Leaders and Helpers** – The Pioneer program is a Christ-centered program designed to tie the activities of our lives to our Christian faith, be it work or play. The wisdom of God’s Word is there to guide us. Leaders organize and lead the program. Helpers assist leaders in carrying out the program. There is also a need for volunteers to share their knowledge of any useful skill that can be taught to our youth in age appropriate group settings.

Contact Person: Greg Schmidt (612-919-0213)

**Calls on New Residents** – Make personal visits to new residents, welcoming them to our community, and giving them a gift on behalf of our church and information about our church and school.

Contact Person: Jon Luedloff (612-618-9121)

**Calling on Prospects** – Make personal visits to prospect members, sharing the good news of Jesus, and inviting them to special services or events.

Contact Person: Pastor Bentz (952-873-6545)

**Childcare During Bible Class** - One hour a month take care of children who are not old enough to attend Sunday School while their parents attend the 10:30 Bible Study hour.

Contact Person: Melissa Bandel (952-210-8960)

**Church Decorating** – Decorating church for special occasions (Thanksgiving, Christmas, Easter)

Contact Person: Wayne and Sue Krentz (952-873-2599)

**Coaches for Elementary School Athletic Teams** – Serve as coach or assistance coach of one of the following sports teams in our elementary school: cross country, volleyball, basketball or bowling. Must have a knowledge of the sport and a desire to help children learn and grow as both Christians and athletes.

Contact Person: Susan Van Houten (920-242-4422)

**Cradle Roll Coordinator** – Mail Biblically sound, Christ-centered resources (a booklet and info. sheet) once every 6 months from our church to parents of young children from the time they are baptized until they reach age 4.

Contact Person: Vicky Sons-Eiden (952-797-4758)

**Create/post podcast of sermons** – Make an audio recording of the sermon and post it as a podcast on our church website

Contact Person: Pastor Bentz (952-873-6545)

**Count Offerings** – Work with a group of other volunteers to count weekly offerings.

Contact Person: Mark Kuske (612-221-6881)

**Follow-up Calls on Visitors** – Make personal visits (or phone call) to visitors who attended our worship service, thanking them for coming, answering any questions they might have, and inviting them to come again.

Contact Person: Pastor Bentz (952-873-6545)

**Greeters** – Welcome people as they arrive for worship with a warm smile and friendly greeting.

Contact Person: Emily Armstrong (952-873-3618)

**Grounds Keeping** – Help take care of the flowers, shrubs and trees on our church and school property.

Contact Person: Bob Armstrong (952-873-3618) or Jeff Vinkemeier (952-201-4823)

**Hot Lunch Volunteers** – Assist the hot lunch coordinator prepare, serve and clean up hot lunch on Wednesdays during the school year. Time commitment: from about 10 am -12:30 pm.

Contact Person: Rebecca Nielsen (952-873-3380)

**Lawn Mowing** – Work with others as part of rotation to mow the lawn of our church and school property. Must be 16 years of age and able to operate a riding lawn mower skillfully. Knowledge of some maintenance of a riding lawn mower needed.

Contact Person: Jeff Vinkemeier (952-201-4823)

**Musicians** – Using your ability to play a musical instrument (organ, piano, trumpet, flute, guitar, etc.) to play for our worship services.

Contact Person: Pastor Redfield (952-873-6545)

**Office Volunteers** – Answer the phone and let parents and visitors in through the security doors when the secretary is gone.

Contact Person: Sheila Vinkemeier (952-873-6545)

**Outreach Committee** – Sharing the good news of our Lord and Savior with the unchurched and the lost; reaching out to new residents in our community

Contact Person: Jon Luedloff (612-618-9121)

**Postcards to Visitors** – Send a “Thank You” postcard to visitors who attended one of our worship services

Contact Person: Pastor Bentz (952-873-6545)

**Prayer Chain Member** – Pray for those who have submitted special prayer requests

Contact Person: NA

**Prayer Chain Coordinator** – Organize prayer chain and communication with other prayer chain members, passing along prayer requests to other members in a timely and confidential manner

Contact Person: Pastor Bentz (952-873-6545)

**Properties Committee Member** - Provide assistance in the care and maintenance of the church and school property and grounds

Contact Person: Jeff Vinkemeier (952-201-4823)

**Quilting** – One afternoon (Tuesdays presently) a week make quilts for CAP Agency Crisis Nursery in Shakopee.

Contact Person: Donna Karnitz (952-466-5842)

**Recording Worship Services** – Record the worship service using a video camera, making a copy of the service on dvd, and taking the dvd to city hall so it can be played on the local cable access channel.

Contact Person: Tom Kaletka (952-873-4397)

**Resource Library Manager** – Organize, manage and update resources (examples: Bible study guides, counseling materials, parenting materials, devotional materials, etc.) in our church library

Contact Person: Pastor Bentz (952-873-6545)

**School Librarian/Helper** – Check out/in books for students. Add new books to library as they come in. Weed out old/duplicate books from time to time. Keep things organized. Time commitment: one day per week during the school year, and a couple days during the summer.

Contact Person: Luella Heitkamp (952-873-5762)

**Shepherding Calls/Contacts** – Make phone calls or personal visits to those who haven't attended worship for a while

Contact Person: Pastor Redfield (952-873-6545)

**Sports Camp Coordinator** – Organize and manage the Sports Camp program to teach God's Word to children and apply it to their lives while also training them in a particular sport

Contact Person: Pastor Redfield (952-873-6545)

**Sports Camp Coach** – lead children in sports drills and apply our Christian faith to the activities of the children

Contact Person: Pastor Redfield (952-873-6545)

**Sports Camp Helper** – aid Sports Camp coach in any way possible to help the children with the drills and to display Christian faith for the children

Contact Person: Pastor Redfield (952-873-6545)

**STiC Leader** – organize and lead a program for Trinity youth (boys and girls in grades 7-12) to encourage them in their faith, teach good citizenship, provide opportunities for Christian fellowship, teach service toward others, and show examples of faithful living

Contact Person: Pastor Redfield (952-873-6545)

**Sunday School Teacher, Helper, Coordinator, Music Director** – Use your ability to teach a class of Sunday School students on a weekly or bi-weekly basis, or be a substitute. Be a helper in the Sunday School classroom. Be a coordinator make arrangements for the Sunday classes, order materials, and recruit teachers. Be a music director of the Sunday School groups.

Contact Person: Allen Pomije (952-290-3101)

**Ushers** – Assist people coming to worship to find a seat. Open doors for worshipers as they arrive. Distribute bulletins. Ring bells. Direct/assist people going up for and coming back from Communion. Usher people out after service. Take attendance. Collect friendship register sheets.

Contact Person: Gary Peltz (952-873-9879)

**Vacation Bible School Helpers** – Teach a class, be a helper in a class, be a music director or make arrangements for snacks for Vacation Bible School.

Contact Person: Pastor Redfield (952-83-6545)

**Visiting those who are sick or shut-in** – visit members who are sick or shut-in either at home or at a nursing home

Contact Person: Pastor Bentz (952-873-6545)

**Vocalists** – Using your vocal abilities to sing for our worship services as part of a choir, small group, or soloist

Contact Person: Pastor Redfield (952-873-6545)

**Youth Group Leader** - A good role model who can connect with young people, willing to guide, counsel or assist with youth activities and Bible studies

Contact Person: Pastor Redfield (952-873-6545)

**Web Site Design/Management** – develop/create a website for our church and/or school (look, layout, features, etc.); help maintain the web site for our church and/or school

Contact Person: Pastor Bentz (952-873-6545) or Dan Whitney (952-873-6320)