

2010  
Time & Talents Inventory



*Where is God calling you to serve?*

***"There are different kinds of gifts, but the same Spirit. There are different kinds of service, but the same Lord. There are different kinds of working, but the same God works all of them in all persons."***

*1 Cor. 12:4-6*

Name \_\_\_\_\_

Phone \_\_\_\_\_

Mailing Address (+ zip) \_\_\_\_\_

Alternate Mailing Address: \_\_\_\_\_

from (dates) \_\_\_\_\_ to  
\_\_\_\_\_ (for "snowbirds," students, etc.)

E-mail address (to which the church can send messages):

\_\_\_\_\_

### Introduction:

Each of us is gifted to serve in God's kingdom. Please take a few moments to fill out this inventory so that you can share your gifts at Seaside. If you are unsure about what gifts you have to share, or would like to learn more about lay ministry at Seaside, please contact the church office at 579-5753 or [info@seasideumc.org](mailto:info@seasideumc.org) for more information.

The data you provide will be entered into the church computer database. As skills or volunteers are needed, categories or activities will be retrieved. Perhaps some of the items you mark will never be called forth; should this be the case, please know that your willingness is still greatly appreciated. You never know when the church may be in need of one of the items you checked!

### Instructions for filling out this inventory:

1. Find a quiet time to pray and think about what gifts you have to offer. If you are unsure of what gifts that you have, or feel that you may have **some gifts still undiscovered, we have a "Spiritual Gifts Inventory" that you can take to help you discover your giftedness.**
2. Carefully, look through each area of ministry and check boxes by the areas you believe that you are gifted and willing to serve.
3. Review the inventory, and see if there are any additional areas you would like to serve. There is

a space at the end of this inventory where you can share additional gifts that are not mentioned on this inventory, but you believe could help the ministry of Seaside.

4. When you have completed the inventory, offer a prayer of thanks to God for the gifts you have received, and pray that you may have the understanding and willingness to share those gifts.
5. Please turn this inventory into the church office when you have completed it.

I usually attend the following Sunday worship service (please check one):

- 8:00 a.m. Traditional  
with weekly Holy Communion
- 9:30 a.m. Contemporary /Blended
- 11:00 a.m. Traditional

## Worship Ministries

- WO1—Drama Ministry: Indicates interest in exploring a theatrical ministry program for Seaside.
- WO2—Ushering: At morning worship services.
- WO3—Acolyte: Lighting and extinguishing candles before and after worship.
- WO4—Crucifer: Carries cross into and out of sanctuary for worship.
- WO5—Communion Assistant: Bring prepared elements to chancel for communion; assist pastoral staff with celebration of communion as servers.
- WO6—Banner Making/ Worship Space Design: Sew and/or create banners for sanctuary; design and assemble other visuals for worship.
- WO7—Wedding Planning: Interested in assisting others in wedding coordination and preparation.
- WO8—Audio-visual Support: Assist technology leadership in operating equipment during worship.
- WO10—Attendance Register Maintenance: **Routinely check red "attendance pads" including sharpening pencils, etc.**
- WO11—Bereavement: Assist family in funeral preparations; coordinate committees in preparation of meals.
- WO12—Host Family: Host person for special event.
- WO13— I commit myself to weekly worship. I will make every effort to be present, realizing that there will be times when I am unable to attend.

### Preschool Ministries:

- PS1— Story-time activities: Read or tell a story to a group of children.
- PS2— Preschool Fund-raiser: Help with occasional fund-raising, coordinate with preschool parents and Preschool Board members.
- PS3— Special Projects/Programs: Assist preschool director and staff in arrangement and implementation of special activities of preschool.
- PS4— Room Assistant: Assist preschool teachers on special days.
- PS5— Preschool Board: Indicates interest in participating in the oversight body for the preschool.

### Special Ministries:

- V1— Volunteer Coordinator: Assists staff and **committees in dissemination of volunteer ministries' information** to facilitate full participation of membership.

### Nurture Ministries

- N1—Stephen Ministry: This ministry is a complete system that requires 50 hours for training. It provides one-to-one Christian care for people going through a crisis or difficult time. New classes will be determined by the leaders and pastors. Supervisory meetings and periodic training is also required.
- N2—Prayer Warriors: A group of dedicated members who meet once a month for breakfast on a Saturday. They pray for each member mentioned and are on-call at anytime to receive requests.

- N3—Divorce Care: Indicates your interest in participation in a ministry for those who are currently separated, divorced or possibly considering separation. Currently ongoing, meets on Tuesday evenings in the parlor.
- N4—Lay Visitation: Monthly, volunteer teams of 2 or 3 persons visit with shut-ins and others from the congregation recovering from surgeries or long-term health problems. They pray with them, distribute recordings of sermons/services, as well as bulletins and newsletters. This is a ministry of caring, and is related to the Health and Wellness Ministries of the staff. Training will be provided.
- N5—Hospitality: This committee is led by two coordinators who plan and implement congregational fellowship opportunities. These include the weekly Sunday fellowship times between worship services, and numerous special events throughout the year.
- N6—Kitchen Coordination Assistants: A ministry of preparation, these persons keep the kitchen stocked with supplies, towels clean, and the kitchen clean and orderly. Kitchen Coordination Team works with all church committees and groups who use kitchen.
- N7—Nursery Worker: Indicates willingness to assist in care of small children during special/occasional meetings and functions. Must be trained in Safe Sanctuaries policy/procedures and complete a background check.
- N8—Sports Programs/Adult Assistant: Assist in planning, coaching or other duties as needed for children and youth to participate in inter-church league

sports for Christian fellowship.

- N9—Child/Youth Participant in Sports Programs: **Indicates your interest (or child’s interest) in participating in a church league sports program.** Please indicate interest in:

- Basketball
- Baseball/Softball
- Other \_\_\_\_\_

- N10—Adult Participant in Sports Programs: Indicates your interest in participating in a church league sports program. Please indicate interest in :

- Basketball
- Baseball/Softball
- Golf (also see p. 10)
- Other: \_\_\_\_\_

Communications

- CO1—Newsletter: Write articles for the monthly Newsletter
- CO2—Webmaster Assistant: Assist those in charge of **Seaside’s website with content submissions, maintenance and support**
- CO3—Newsletter/Bulletin Folding
- CO4—Advertising: Assist communications team with advertising preparation and strategy

Health and Wellness Ministries

- HW1—Blood Drive Helper: Assist Red Cross personnel in periodic blood drives hosted by Seaside.

- HW2—Meals: Cook and/or deliver meals to persons in crisis situations.
- HW3—Driver/ Transportation for Medical Reasons: **Provide transportation to/from doctors' appointments, physical therapy, chemotherapy/radiation treatments.**
- HW4—Driver/ Transportation for Errands: Provide transportation to/from church, shopping or other general errands to persons who cannot drive themselves.
- HW5—Blood Pressure Check Assistant: Provide help to Health and Wellness Personnel processing persons receiving care, especially during Food Pantry hours (Tuesday mornings).
- HW6—Prayer Shawl Ministry: Knit or crochet prayer shawls to be blessed and given to the ill in congregation and community.
- HW7—**Widows' Support Group**
- HW8—**Widowers' Support Group**

#### Fellowship programs:

- F1—**Children's activities:** Coordinator and assistants plan and implement activities throughout the year for toddlers—fifth graders. Also coordinate with pre-school director.
- F2—United Methodist Youth Fellowship: Coordinator and leaders implement activities of fellowship, worship, outings and missional opportunities for middle and senior-high youth. UMYF meets Sunday from 5:00—6:30 p.m.
- F3—Youth Council: Plan and implement activities

and events of youth ministries, including missions, fund-raising, conferences, and fellowship activities.

- F4—Chaperone: Give adult leadership to youth or **children’s outings and trips.**
- F5—Snack Suppers for UMYF: Plan and implement light meal for a weekly UMYF meeting.
- F6—Mentor for Youth: Partner with middle or high school-aged person.
- F7—Youth Small Group Leader: Facilitate or assist facilitation of small group studies for teenagers.
- F8—Chrysalis: Indicates interest in attending a youth version of the Walk to Emmaus, a 3-day retreat of spiritual renewal for Christians. Scholarship money is available if needed.
- F9—F.E.A.S.T.: **“Fellowship-Eating-And-Sharing-Time” groups are organized yearly with approximately 10 persons per group.** Each group meets quarterly; outings are chosen by group members.
- F10—Good Timers: Coordinator arranges social activities during the year for participation and enjoyment of adult church members, including theme-related holiday meals at local restaurants and/or church, trips to local areas of seasonal interest, etc.
- F11—Singles: Meet monthly for dinner and fellowship. Persons of all ages are welcome to participate.
- F12—Walk to Emmaus: Indicates interest in attending a 3-day retreat of spiritual renewal for Christians. Scholarship money is available if needed.

- F13—Walk to Emmaus Community member: Indicate that you have participated in a previous Emmaus Walk, Cursillo, Chrysalis flight, Tres Dias, etc.
- F14—The Breakfast Club: For 25-50 year olds, this group meets monthly for social functions and to find common threads.
- F15— Golf: Participate in foursomes for regular or occasional golf. Please check — I prefer playing in the:
  - Morning
  - Afternoon
  - Evening
- F16— Family Fun Activities: Participate in game days/ nights, art activities, etc.

### Christian Formation Ministries

- CF1—Library: Located off the gallery hallway, this ministry includes receiving donations and maintenance of books.
- CF2—Coordinator or Assistant Coordinator: These persons review, select and order Sunday School curriculum and resources. They are responsible for outlining to all Sunday School volunteers requirements needed to teach or lead in classrooms. Requirements include **"Safe Sanctuary" background check, training**, minimum church membership time of 4 months. Includes age 3—12th gr. Coordinate the preparation of lesson plans with accessory resources for weekly Sunday School.
- CF3—Teacher/ Substitute Teacher for Sunday School: Plan and lead Sunday School group for chil-

dren, youth or adults, as directed by coordinator or assistant coordinator of Sunday School.

- CF4—Nursery: Nursery ministries include infants and toddlers through the age of 2. As with Sunday School teachers/leaders, requirements for staff and other **volunteers include “Safe Sanctuary” background check**, training, minimum church membership time of 4 months.
- CF5—Vacation Bible School: Coordinator and other adult leaders operate VBS for one week during the summer. This is a ministry of nurture and outreach, as a number of children from the surrounding communities participate each year. Teachers and leaders utilize materials and curriculum previewed and selected by the VBS Coordinator and pastors.
- CF6—Adult Sunday School: Classes and Bible Studies are available each Sunday and throughout the week. The Coordinator works with teachers and pastors in the selection of curriculum and topics.
- CF7—Adult Bible Studies: Include a wide variety of long and short-term Bible studies in small-group settings. Participants may be first-time or experienced students of the Bible. Members of studies form fellowship groups that nurture their faith experience. Facilitators are needed to lead the group studies.
- CF8—Membership Class: Indicates interest in participating in a small group study on United Methodism.
- CF9—Confirmation Class: Indicates interest in **child’s participation in a series of programs to prepare them for church membership.**

## Music Ministries

- M1—Sanctuary Choir: Participate in weekly worship services through singing. Practices are weekly.
- M2—Joyful Noise Choir: **Children’s choir, grades kindergarten through 5th grade.** Practices weekly during school year.
- M3—Praise Team: Gives musical leadership to 9:30 am worship service. Meets weekly to plan and practice.
- M4—**Men’s Ensemble/ “Choral C’s”:** Male 2-4 part vocal group, with periodic performances throughout year.
- M5—**Women’s Ensemble/ “Soaring Angels”:** Female 2-4 part vocal group, with periodic performances throughout year.
- M6—**Fifth Sunday Men’s Choir:** Male choir, performs only on the fifth-Sunday months at 9:30 am worship service.
- M7—**Mixed Quartet/ “For His Highest”:** 4-part male/female group, performs periodically throughout the year.
- M8—Classical Ensemble: Male/female vocal group performs classical selections periodically in worship. Ability to read music required.
- M9—Joyful Ringers: **Children’s handbell group for grades 3 and up.** Meets weekly throughout school year.
- M10—Jubilee Bells: Mixed youth/adult bell group for those interested in learning handbell ringing and mu-

sic reading. Meets weekly.

- M11—Seaside Belles: **Advanced handbell ringers'** group.
- M12—Handbell Substitutes: Adult substitute ringers, as needed for performances.
- M13—Instrumental Ensemble: Play in instrumental group; meets twice monthly for practice.
- M14—Costume/ Prop Committee: This committee is in charge of organizing, cleaning, refurbishing and making costumes for children and adult music performances.

### Outreach Ministries

- O1—Food Pantry: Fill bags with food, prepare food/non-food items, assist clients loading groceries, process client intake forms, or other tasks as needed for Tuesday morning ministry.
- O2—Food Pantry Assistant: Works closely with Food Pantry coordinator on weekly program. Also coordinates with Brunswick Family Assistance in Shalotte to assist needy families as situations arise throughout year.
- O3—After-School Program: Interest in researching feasibility of program of tutoring/homework assistance for **"latch-key" elementary**-aged children.
- O4—**"Angel Tree" and Christmas Assistance:** Aid in coordination of services for needy families especially during holidays, primarily with gifts and meals.
- O5—Interfaith Activities: Interest in helping coordinate activities between area churches.

- O6—Not-for-profit agency interest: Indicates current involvement with a local /county/state or national not-for-profit group. Please include name of group and any office you currently hold.
- O7—**“Communities in Schools” partnership with** Shallotte Middle School: Indicates interest in volunteering at our partnering Brunswick Co. school, Shallotte Middle.
- O8—Disaster Preparedness: Assist in planning and implementation of emergency preparedness of congregation. Partner with community/county efforts, not-for-profit agencies in disaster relief and recovery efforts, as well as conference MERCI warehouse.
- O9—Operation Christmas Child: Assist in coordination of **“shoe boxes” for worldwide needy children in** November/December.
- O10—Home repairs/Home Building: Interest in participating in repair and building projects locally and/or abroad.
- O11—UMM Work Projects: Assist in minor home projects with UMMen group as needed.
- O12—Girl/Boy Scouts: Interest in giving adult leadership to ongoing scouting programs meeting at Seaside.

### Witness Ministries

- W1—Members Orientation Coordinator: Plan and implement lunch and welcome events for new and prospective members.
- W2—New Member Assimilation team: Telephone

and visit homes of new members. Distribute packet of church information.

- W3—New Member Sponsor/Fellowship Friend: Assist new persons to become familiar with church activities and opportunities for involvement.
- W4—**“Seaside Mugger”**: Visit first-time visitors after worship, distribute church coffee mug and church materials/gifts.
- W5—Telephone Visitors: Make welcoming call to first-time visitors.
- W6—Welcome Table: Greet visitors and members to morning worship services, assist visitors in completing nametags, offer hospitality to newcomers.
- W7—Membership Secretary: Send letters to first time visitors. Keep attendance records of visitors and members utilizing sanctuary attendance/fellowship **pads’ records. Periodically sends out letters to inactive members.**
- W8—Repeat Visitors Coordinator: Sends out letters, cards, etc. to regular/long-term visitors.
- W9—Lay Leadership: Offer encouragement of all membership to active participation. Give leadership to all committees/groups within church. Coordinate lay scripture readers and lay-led worship services.
- W10—Roving Greeters: Ministry of offering intentional hospitality to persons before and after worship services and other events.
- W11—Photographer: Take pictures of new members; record photographic materials of church events for historical and news purposes.

- W12—Lay Reader: Read scripture in morning worship.
- W13—Lay Speaker Training: Complete one-day Lay Speaker Training course offered annually by NC Conference. Trained persons may speak at Seaside periodically. Those completing Advanced Lay Speaker Training may receive invitations to speak at area UM **churches' worship services as guest preachers.**

### Country Fair

Country fair is held in the fall of each year and provides funds for a wide variety of ministries in and around Seaside. Some of these involve work the few weeks before Country Fair, others on that weekend. Service opportunities include:

- Clothing Sale (price, size, organize items)
- Yard Sale (price, organize items)
- Book Sale (price, organize books)
- Jewelry Sale (repair, sort, price items)
- Garden Sale (Spring or Fall)
- Moving/picking up furniture or other large items
- Set up tents/tables
- Silent Auction (donate or solicit, organize items)
- Help with Refreshments
- Help with meal(s)
- Bake Sale (bake items)
- Craft Sale (make items)

Other Leadership Positions

I would like to be considered by the Committee on Lay Leadership for membership on any one of the following boards and committees:

- Outreach (Missions and Local Ministries)
- Trustees
- Committee on Lay Leadership
- Worship
- Communications
- Nurture
- Finance
- Trustees
- Staff-Parish Relations Committee
- Annual Conference Delegates
- Christian Formation (Sunday School/Education)
- Hospitality
- Stewardship
- Country Fair
- Gifts Committee
- Garden of the Disciples Committee
- Health and Wellness Committee
- Other \_\_\_\_\_

**I've always wanted to**

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One of the things about Seaside UMC that we should celebrate is

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I wish we would

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A new project we should undertake is

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I am interested in participating in a small group study on

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I wish we had a support group for

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I am handy at:

- Painting
- Carpentry
- Art/ Graphic Design
- Bulletin Board Decoration
- Calligraphy
- Grounds Care
- Plumbing
- Electrical
- Setting up/ Breaking down tables, chairs, etc.
- Finance/ Accounting
- Engineering
- Mechanic
- Cleaning
- Insurance
- Real Estate
- Architecture
- Nursing
- Medical Doctor
- Attorney
- Desktop Publishing
- Word Processing
- Filing/ Office
- Telephone work from Home
- Telephone/ Receptionist
- Other: \_\_\_\_\_



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