

*In the same way, faith by itself, if it is not accompanied by action, is dead.  
James 2:17 NIV*

### ***Bethany Church Ministry Guide***

*This guide contains a description of most of the ministries (service opportunities) associated with Bethany Church and how servants (volunteers) can be involved in the ministries. We are each gifted and called by God to be His servants and continue the work that Christ began during his ministry on earth. Please prayerfully review the ministries in this guide. If you have participated in the Spiritual Gift class, consider your spiritual gifts and style when selecting a ministry in which you will serve.*

*Bethany Church Pastoral Staff is committed to helping you find a place of service and we look forward to being in ministry with you.*

### ***Bethany Church Pastoral Staff***

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<b>Worship Ministries</b>		Spiritual Gifts
<i>Come, let us bow down in worship, let us kneel before the LORD our Maker.</i>		
Psalm 95:6		
Worship Design Team	This team plans creative elements to accompany the sermon. Such elements include music, displays, hand-outs, graphics and video. Opportunities exist in planning and coordinating, such as hanging banners in the narthex, setting up displays, making phone calls, and preparing music, etc.	Creative Commun. Craftsmanship Helps
Audio Ministry	This ministry team provides audio support for worship and other special events in the church. This includes aspects of set-up prep & tear down, micing, live audio mixing, recording and duplication.	Creative Commun. Helps
Video Ministry	Videotaping the service for duplication and internet broadcast and filming support for the worship design team and media tech.	Creative Commun. Helps
LCD Ministry	Set-up and operation of the presentation software for the LCD. Work with Music Director and Technical Director to ensure the least amount of distractions.	Creative Commun. Helps
Contemporary Worship Support	For the contemporary services (5:00 p.m., 9:15 a.m. and 11:00 a.m.), servants set out the offering plates and take care of the tithes and offerings following the service.	Helps
Worship Attendance Support	For record keeping, the number of worshippers attending each service must be counted and recorded. Servants are needed to help with this task.	Helps
Communion Preparation Ministry	Servants who prepare communion are involved with preparing the bread and the cup for communion. Servants commit to preparing and cleaning up from communion three-four times a year.	Helps
Communion Coordinator Ministry	The communion ministry has two coordinators: one who coordinates the communion preparers and the other coordinates the communion servers.	Administration
Acolyte Ministry	Each worship service has acolytes who light the altar candles at the start of the worship service. The acolytes also extinguish the altar candles at the end of the service. Acolytes serve on a rotating basis. Training is provided for all new acolytes.	Helps

# Worship Ministries

*Come, let us bow down in worship, let us kneel before the LORD our Maker.*

Psalm 95:6

Spiritual Gifts

Acolyte Coordinator	The acolyte schedule is coordinated by a servant. The coordinator also handles changes in the schedule as they arise.	Administration
Sanctuary Preparation	The Sanctuary must be readied for services. Servants help with this preparation by changing hymn numbers; checking attendance pads; restocking the pews with Kleenex, pencils, prayer cards, and visitor cards; and changing the paraments according to the church calendar. At the conclusion of Sunday services, the sheets from the attendance pads are removed by a servant.	Helps
Flowers in Sanctuary	At certain seasons of the year and on special Sundays, there are extra flowers in the Sanctuary. Servants arrange these flowers in the chancel area.	Craftsmanship Helps
8:00 a.m. Usher	At the 8:00 a.m. worship services, ushers help by distributing bulletins, welcoming people at the Sanctuary doors, and helping to seat people. During the service, the ushers help with the collection of tithes and offerings and on communion Sundays, the ushers help distribute the communion elements. Lead ushers are needed to organize weekly ushers.	Hospitality Helps Lead Ushers: Administration
9:15 a.m. Ushers	Due to the large gathering at the 9:15 a.m. service, ushers are stationed in the back of the Sanctuary to help worshippers find seating.	Hospitality Helps
5:00 p.m. Bulletins	At the 5:00 p.m. service on Saturday, servants pass out the bulletins before the service.	Hospitality Helps
5:00 p.m. Bulletin Coordinator	A servant organizes the schedule for the servants who want to pass out bulletins. The coordinator handles changes and substitutions as needed.	Administration
9:15 a.m. Bulletins	Before the 9:15 a.m. service, servants pass out the bulletins.	Hospitality Helps
9:15 a.m. Bulletin Coordinator	A servant organizes the schedule for the servants who want to pass out bulletins. The coordinator handles changes and substitutions as needed.	Administration
11:00 a.m. Bulletins	Before the 11:00 a.m. service, servants pass out the bulletins.	Hospitality Helps
11:00 a.m. Bulletin Coordinator	A servant organizes the schedule for the servants who want to pass out bulletins. The coordinator handles changes and substitutions as needed.	Administration

<b>Music Ministries: Music For Adults</b>		Spiritual Gifts
<i>Sing to him a new song; play skillfully, and shout for joy.</i>		
Psalm 33:3		
Contemporary Praise Teams	These musical ensembles rehearse weekly to provide inspirational music at the contemporary worship services. Opportunities are available for vocalists and instrumentalists to express their worship through music.	Any
Chancel Choir	The Chancel Choir rehearses weekly during the school year and prepares anthems for the blended worship service. They also prepare seasonal celebrations, such as Christmas and Easter musicals. In the spring, the choir performs concerts at local retirement centers and nursing homes.	Any
Orchestra	This seasonal ensemble provides a level of musical challenge for instrumentalists wanting to play for the glory of God. The orchestra plays at seasonal events, such as Christmas and Easter.	Any
Brass Ensemble	The Brass Ensemble accompanies the hymns at the blended worship service every week. This ensemble does not rehearse, therefore participants must have basic-level sight-reading skills.	Any
Handbell Choir	This ensemble rehearses weekly during the school year and prepares anthems for worship services on a monthly basis.	Any
Vocal Ensemble Special Music	Opportunities exist for vocalists to sing solos or in small group ensembles in the worship services.	Any
<b>Music Ministries: Music For Children</b>		Spiritual Gifts
<i>Let the little children come to me. Do not hinder them for to such belongs the kingdom of God.</i>		
Matthew 19:14		
Cherub Choir	The Cherub Choir is for children age 3 to Kindergarten. They meet weekly during the school year for a half-hour rehearsal and perform monthly in worship. This fun ensemble enables children to be involved in worship and lift their voices in praise of God.	Any
Kids Choir	The Kids' Choir is for children grades 1 to 5. They meet weekly during the school year for a half-hour rehearsal and perform monthly in worship. This ensemble challenges children with a new level of musical involvement in worship and to grow in their gifts and love of the Lord.	Any

# Communications Ministries

*We have different gifts, according to the grace given us.*

Romans

Spiritual Gifts

12:6

Bethany Post Newsletter Team	Team works together to type, edit, and do the layout for the newsletter (Bethany Post).	Creative Commun. Administration Helps
Bulletin Boards	Bulletin boards throughout the church building serve to communicate information to members and friends at Bethany Church. Servants with a creative slant and an interest in keeping information current are needed to help with bulletin boards.	Creative Commun. Craftsmanship Administration Helps
Outdoor Sign	Bethany Church uses the sign in the front of the church to offer thought provoking messages to the community and to outreach about church activities. Servants change the sayings on the church sign weekly. Substitute sign changers are also needed.	Helps
Website	Utilizing today's technology, this ministry presents the story of Bethany through regular input of weekly sermons, pictures, ministry opportunities, and ongoing activities. Servants with technology know-how and/or graphic/artistic/creative abilities would enjoy this ministry of maintaining a timely and accurate picture of Bethany Church.	Creative Commun. Evangelism Helps Administration
Bethany Post Distribution	Once a month a Servant arranges for people to distribute the Posts after each worship service. Servants pass out the Posts once a month.	Administration Helps

# Adult Ministries

*They devoted themselves to the apostles' teaching and to the fellowship, the breaking of bread and to prayer.*

2:42

Acts

Spiritual Gifts

<p>Men's Ministries</p>	<p>Men's Ministry encourages an "Every Man in Ministry" concept as we build biblical brothers in an ongoing effort to prepare each man as spiritual leaders within themselves, in the home, community and work place. Men have a wide variety of places to serve with their giftedness in Men's Ministry at Bethany;</p> <ul style="list-style-type: none"> <li>• <i>Small Group Bible Studies</i></li> <li>• <i>Top Gun I and Top Gun II</i></li> <li>• <i>One on One Discipleship</i></li> <li>• <i>Special Sporting Events</i></li> <li>• <i>Conferences &amp; Seminars</i></li> <li>• <i>Discipleship Groups</i></li> </ul> <ul style="list-style-type: none"> <li>• <i>Men For Missions Ministry</i></li> <li>• <i>Prayer Team</i></li> <li>• <i>Public Relations</i></li> <li>• <i>Ministry to Fathers</i></li> <li>• <i>Handy Care Ministry</i></li> <li>• <i>Accountability Groups</i></li> </ul>	<p>Administration Teaching Helps Mercy Leadership Administration Evangelism Intercession</p>
<p>Local Outreach</p>	<p>Our community is important to Bethany Church. There are a variety of ways in which we minister to our community through outreach.</p> <ul style="list-style-type: none"> <li>• <i>Fall Fest</i></li> <li>• <i>Outreach Events</i></li> <li>• <i>Family Ministries</i></li> <li>• <i>Special Community Nights to Build Relationships</i></li> <li>• <i>Divorce Care</i></li> <li>• <i>Save A Marriage</i></li> </ul> <p>The vision of Bethany Church is to provide the teaching, instruction and discipleship through various ministry events to equip the body of believers at Bethany to be obedient, prepared and available to share Jesus Christ to our community.</p>	<p>Helps Administration Evangelism Hospitality</p>
<p>Family Ministries</p>	<p>The vision of Bethany Church is to provide teaching and instruction through conferences and seminars to equip the body of believers at Bethany Church to be obedient, prepared and available to share Jesus Christ to their community. It is our dream to be known as a Teaching and Resource Center where individuals can learn, whether professional or lay persons, how to be effective to their full potential in the ministries they have been called to.</p> <ul style="list-style-type: none"> <li>• <i>Family Movie Nights &amp; Activities</i></li> <li>• <i>Adult Singles Ministry</i></li> <li>• <i>Family Ministry Opportunities</i></li> <li>• <i>Night For Sweethearts</i></li> <li>• <i>Marriage &amp; Family</i></li> </ul>	<p>Helps Intercession Evangelism Administration Leadership Hospitality</p>

# Adult Ministries

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Spiritual Gifts

Acts

Crossing Paths Small Group Ministry (Sundays)	Adult class selections may include study of a book of the Bible, a life application class, or a topical class. New subjects may be offered quarterly or more frequently and may or may not continue for many weeks. Various options are offered to meet the varied needs of the people. Men and women are encouraged to offer to teach. Teachers are required to have a preceding conversation with the pastoral staff about beliefs in conjunction with Bethany's doctrine.	Teaching Knowledge Encouragement Evangelism
Spiritual Gift Class	Spiritual Gift classes are offered at various times. The class covers understanding spiritual gifts, and gifts and passions of the class members and how these components relate to serving God. Servants who like to see people connected to meaningful ministries, please consider helping with this class.	Teaching Helps Encouragement
Crossing Paths Small Group Ministry (Weekdays)	Bible Studies meet at various times throughout the week to help people have a better understanding of the Bible, a fuller walk with Christ, and to encourage, fellowship, pray, and outreach with one another. Bible study leaders and facilitators are always needed. In addition, servants willing to provide child care during Bible studies are welcome to offer their help.	Study Leaders: Shepherding Teaching Knowledge Encouragement Child Care Servants: Helps Mercy
Crossing Paths Small Group Ministry (Women's)	Small groups of women gather to study, pray, and encourage one another in their faith journeys and day-to-day lives. Host homes are always needed along with women seeking to serve in leadership with humility, commitment and integrity. Groups meet during the day and in the evening hours. All women are welcome.	Study Leaders: Shepherding Teaching Knowledge Encouragement Host Homes: Hospitality Helps
Women's Events Teams	Servants can help support Women's Ministry Events by serving as coordinators or on the planning teams for various events.	Hospitality Administration Helps Leadership

## **Adult Ministries**

*They devoted themselves to the apostles' teaching and to the fellowship, the breaking of bread and to prayer.*

2:42

Acts

Spiritual Gifts

Bethany Purls	This group meets once a month to make prayer blankets and/or shawls and to pray for those with specific prayer needs. The shawls and blankets are then delivered to those in need.	Craftsmanship Mercy Intercession
Women's Ministry Rose Breakfast	The Rose Breakfast is held annually to bring the women of the Lehigh Valley together from various denominations to share the love of our Lord. Needed for this yearly event: servants who enjoy baking; servants who have a welcoming smile to serve as hostesses; servants who enjoy kitchen duties; and servants who have organizational gifts.	Hospitality Administration Helps
Mothers of Preschoolers (MOPs)	There are a number of servant opportunities in the MOPS Ministry. Women who are part of the group can serve as coordinator, creative activities team leader, discussion group team leader, hospitality team leader, publicity team leader, finance team leader, or MOPPETS team leader. Each of these team leaders has a team of servants that assist in that area of ministry.	Vary depending upon the team and position
Senior Citizens	Christian fellowship centered around a social event, a meal, or a program are held each month for Bethany's older adults and friends. Servants are needed to help with preparing/serving a meal, programs, and transportation.	Helps Hospitality Encouragement

# Children's Ministries

*Train up a child in the way he should go, and when he is old he will not turn from it.*

Proverbs 22:6

Spiritual Gifts

Nursery Coordinator	Send postcards, secure servants for Worship and Special Events, instruct volunteers on nursery policies and procedures, monthly schedules and make phone calls to "Huggers and Rockers" during the week confirming weekend commitments. A list of Huggers and Rockers will be provided. Training on Nursery Policies and Procedures will be provided.	Administration Helps
Nursery Huggers & Rockers Worship	Spend an hour each week, or on a regular basis, showing God's love to our precious littlest ones during Worship in the nursery.	Mercy Helps
Nursery Huggers & Rockers Special Events	Spend time showing God's love to our precious little ones during Special Events	Mercy Helps
Sunday School Early Childhood Teaching Team	Team up with a helper each weekend to guide children from 2 to 5 years of age in their basic knowledge of God and God's wonders. Curriculum, supplies, snacks and procedure training are provided.	Teaching Faith Helps Shepherding
Sunday School Early Childhood Classroom Helper	Help in the preschool children's classrooms on a weekend as a support person to teachers; assist with snacks, crafts, supervision and greeting children. No teaching required. Procedure training provided.	Help Hospitality
Sunday School Elementary Teaching Team	Lead an Arts, Science, Storytelling, Cookery or Games station for our K – 4 <sup>th</sup> graders as they rotate between stations, with their shepherd, on a 4 – 5 week rotation schedule. Curriculum, supplies and procedure training are provided.	Teach Shepherding Faith Creative Commun. Craftsmanship
Sunday School Elementary Shepherding Team	Team up with other shepherds to guide a small group of students to a different learning station each week. This is an excellent opportunity to share God's love with children aiding in their faith walk. You will be blessed as you experience our children growing in the Lord.	Faith Shepherding

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Sunday School Elementary Worship Leader	Lead children grades K – 4 <sup>th</sup> in opening song time, announcements, prayer, offering, and providing an introduction to the lesson. This commitment takes 15 minutes (9:25 – 9:40) and is an excellent opportunity for anyone who loves to praise God through song and has contagious energy.	Leadership Hospitality Faith Teaching
Sunday School Tweens Teaching Team	Team with another teacher to provide a more in depth look at the scriptures and how they apply to the life of a pre-teen through video and large group/small group activities. This is an awesome opportunity to help our tweens as they prepare to transition into youth group. Curriculum, supplies and procedure training provided.	Teaching Shepherding Faith
Sunday School Substitute Teacher	Team up with one of our regularly scheduled teachers to fill in when they are unable to teach. This is an excellent opportunity for those who desire to help grow kids for Christ but due to time constraints are not able to help on a regular basis. Curriculum, supplies and procedure training is provided.	Teaching Shepherding Faith
Sunday School Children's Welcome Desk Greeter	Here's an opportunity to assist people in finding their way around Bethany's children's areas each week or on a regular basis with no preparation necessary. If you enjoy sharing God's love through a smile and a friendly "Hello" this is just right for you. Hours of service: 8:50 – 9:30 or 10:45 – 11:00. This is an awesome opportunity to serve God with your spouse or youth. Training on information you will need to know will be provided.	Hospitality Helps
Sunday School Early Childhood Sunday Coordinator	Here's a great opportunity for someone who works well under pressure. This commitment is short but very busy. Responsibilities on Sunday Morning's: Making sure all teachers and helpers have arrived on time, taking care of any last minute teacher needs, securing last minute substitute teachers or helpers when one does not show. Responsibilities during the week: secure supplies teachers need for weekend, make phone calls to secure substitutes. (A list of available substitutes will be provided) Times of Service: 8:50 – 9:30 or 10:45 – 11:00 Location: Upstairs in room 217. This is an awesome time to serve our Bethany families by making sure we are prepared to receive their children. Training on information you will need to know as well as policies and procedures will be provided.	Administration Helps

# Children's Ministries

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Spiritual Gifts

Sunday School Elementary Sunday Coordinator	Here's a great opportunity for someone who works well under pressure. This commitment is short but very busy. Responsibilities on Sunday Morning: Making sure all teachers and helpers have arrived on time, taking care of any last minute teacher needs, securing last minute substitute teachers or helpers when one does not show. Responsibilities during the week: Secure supplies teachers need for weekend, make phone calls to secure substitutes. (A list of available substitutes will be provided.) Times of Service: 8:50 – 9:30 or 10:45 -11:15. Location downstairs in Carlson Hall/Fellowship Hall. This is an awesome time to serve our Bethany families by making sure we are prepared to receive their children. Training on information you will need to know as well as policies and procedures will be provided.	Administration Helps
Awana's Mid Week Program	Awana is an incredible program for children ages 2 years through 5 <sup>th</sup> grade designed to provide children a great place to come with their friends, have an awesome time while building a solid foundation in the Bible, to become adults who know, love and serve Jesus Christ. Leader, helper and coordinator positions are available. Program training will be provided.	Vary Depending on position
Children's Special Events Team Leader	Lead a team of parents in planning and organizing special events throughout the year for children ages 2 through 5 <sup>th</sup> grade. Team meets quarterly or as needed.	Administration Leadership
Children's Special Events Team Member	Join a team of parents who are interested in planning and organizing special events throughout the year, for children ages 2 through 5 <sup>th</sup> grade. Such events may include bowling, skating, summer fun activities, etc. Team meets quarterly or as needed.	Helps
Children's Missions Coordinator	If God has called you to share the Good News across the street, states and seas, then you should prayerfully consider leading a team of people with that same passion. We are looking for a leader who will develop and organize mission projects with their team members so Bethany's children have the opportunity to share the love of God with other children both near and far. Team meets quarterly or as needed.	Administration Apostleship Evangelism
Children's Missions Team Member	Assist Missions Coordinator with organizing mission projects for the children of Bethany. Team meets quarterly or as needed.	Helps Apostleship Evangelism

# Children's Ministries

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Spiritual Gifts

Puppet Ministry	Join a team of creative and dramatic people who enjoy bringing God's word to life through puppet ministry. We are currently seeking a team leader and puppeteers who are willing to meet on a regular basis to prepare programs for our children during Sunday School hours and special events. We have fabulous puppets just waiting for your hand.	Creative Commun. Faith Helps Teaching
Children's Weekday Administrative Assistant	Assist staff with attendance, nametags, supplies, organizing closets, phone calls and registrations. Time: 1 or more hours per week on Tuesday, Wednesday or Thursday.	Administration Helps
Children's Weekend Administrative Assistant	Weekend support persons to assist with administrative duties such as collecting attendance records, collecting/counting offering, making photocopies or dispersing handouts to teachers. Times: 9:15 – 10:30 or 11:00 – 12:15	Administration Helps
Children's Creative Arts Team	If you are creative and talented in the area of graphic arts, painting, construction or creating in any way, please consider joining Children's ministries Creative Arts Team. We are looking to develop a team of creative people to assist in developing the most exciting spaces for our children.	Creative Commun. Craftmanship
Children's Technical Team	We are in need of people who have some experience with sound equipment, LCD or stage lighting. We are striving to develop our own children's ministries Technical Team to take on the responsibility of running all technical areas of special programs and weekend Sunday School. Training will be provided for interested parties.	Helps
Children's Newsletter	If you enjoy writing, consider joining our Children's Ministry Newsletter Team. We are always looking to add new members to use their talents to bring new perspectives and ideas to this ministry area.	Creative Commun.

# Congregational Care Ministries

*Therefore, as we have opportunity, let us do good to all people, especially to those who belong to the family of believers.*

Galatians 6:10

Spiritual Gifts

Funeral Meal Ministry	If families desire, a meal can be prepared and served at the church following a funeral or memorial service. To be involved in this ministry, servants can prepare food at home and bring it to the church, prepare food at the church, set up or clean up from the meal, or help to serve the meal.	Helps Mercy Hospitality
Funeral Meal Coordinator	When a family desires to have a meal served following a funeral or service, the coordinator calls for servers and for food. The coordinator should be able to work on a short time frame.	Administration
Meals for New Moms	Servants make meals for families with new babies. The meals are made in the servant's home and then delivered by the servant. Servants commit to making a meal according to their availability.	Helps Hospitality
Meal for New Moms Coordinator	The coordinator for this care ministry organizes the servants to make meals for families with new babies.	Administration
Meal Ministry	The purpose of this ministry is to share God's love and care by helping with meals when a family has a need. Those who offer to make meals can participate in making meals in their own home as they are available.	Helps Hospitality
Meals on Wheels	People who deliver the above meals as needed.	Helps Hospitality
Meal Ministry Team Leaders	The meal ministry servants are divided into teams. Each team has a leader who calls upon his/her team to make meals as needed. Currently each team has 5-6 meal makers and there are 6 teams.	Administration Helps
Emergency Blessing Meal Ministry	This ministry team makes meals that can be frozen and kept at the church for emergency situations. Servants make a meal, in their own home, once every 3-4 months.	Helps Hospitality

# Congregational Care Ministries

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Spiritual Gifts

Emergency Blessing Meal Coordinator	A servant serves as the coordinator for Emergency Blessing Meals ministry. This involves making a schedule once a year and communicating to the servants the details of the ministry. The coordinator handles any changes that need to be made to the schedule.	Administration
Lay Pastoral Care	Lay Pastoral Care is a ministry of support to members and their families experiencing a crisis or difficulty in their lives involving illness, hospitalization, grief and life transitions. Training is required to equip the team for this ministry. This ministry is guided by the pastors and a director.	Mercy Encouragement Helps Faith Intercession Healing
Transportation Ministry	Servants provide rides to doctor appointments and help with errands for church members/ friends who cannot drive themselves.	Helps Mercy Encouragement
Transportation Ministry Coordinator	A servant coordinates the transportation ministry from home being able to work on a short time frame is helpful.	Administration Mercy
Child/Adult Emergency Care	There are times when families at Bethany Church need a compassionate person to stay with their child(ren), or an elderly family member, during an emergency. This ministry is for those who like to help others who are experiencing a difficult situation.	Mercy Helps
Prayer Chain Email/Telephone Ministry	People who believe in the power of prayer are encouraged to participate via email or telephone. Immediacy and confidentiality are paramount in this ministry.	Intercession Mercy Faith

## **Congregational Care Ministries**

*Therefore, as we have opportunity, let us do good to all people, especially to those who belong to the family of believers.*

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Spiritual Gifts

Prayer Chain Coordinator	The coordinator activates all prayer requests.	Administration Faith Intercession Mercy
Prayer Pockets for Worship	Men and women meet 20 minutes before worship to pray for the pastors, participants, and congregants and to entrust God's presence over all aspects of worship. Servants may pray before one or more of the services.	Intercession Faith
Card Ministry	This team gathers together once a month to make cards and write encouraging and scripture based notes.	Encouragement Craftsmanship Creative Commun.
Card Ministry Coordinator	The card ministry has a servant coordinator who organized supplies for card making.	Administration
Unemployment Ministry	Those in our church family who are currently unemployed meet together to offer support and encouragement to one another. Others in the church family who would like to assist are welcome to offer their help in resume writing, interviewing skills, money management, etc.	Mercy Teaching Encouragement Faith

<b>Welcome/New Member Ministries</b>		Spiritual Gifts
<i>Offer hospitality to one another without grumbling.</i>		
		1 Peter 4:9
Greeters	Greeters stand at the entrances of the church building and welcome people with a friendly hello and smile. Greeters serve once a month or as often as they are able.	Hospitality Encouragement
Greeter Coordinator	The greeter coordinator develops and communicates the greeter schedule. The coordinator handles schedule changes as needed	Administration
Welcome Desk Ministry	Servants are at the Welcome Desk to answer questions, give directions, and welcome guests to Bethany. Servants serve once a month.	Hospitality
		Page 16
Welcome Desk Coordinator	The coordinator for the Welcome Desk develops a schedule for those who want to serve at the desk and handles changes as they arise.	Administration
Saturday Evening Fellowship	Twice a month, worshipers on Saturday evening gather for fellowship following the 5pm worship service. Refreshments are offered. Servants are needed to make refreshments, set up, and serve.	Helps Hospitality
Saturday Evening Fellowship Coordinator	The coordinator confirms the offers of those who are bringing refreshments and those who have offered to set up and serve.	Administration
Sunday Morning Coffee	Servants share hospitality with people in the church by making coffee and keeping goodies and supplies available on Sunday mornings.	Hospitality Helps
Sunday Morning Coffee Servant Coordinator	The coordinator for this ministry recruits and schedules weekly servants by email or phone calls.	Administration
Bakers	Make baked goods or buy snacks for Sunday morning coffee time.	Helps
Refreshment Coordinator	The refreshment coordinate makes a schedule for Sunday morning bakers. Each week the coordinator sends reminder emails or makes reminder phone calls.	Administration

<b>Welcome/New Member Ministries</b>		Spiritual Gifts
<i>Offer hospitality to one another without grumbling.</i>		
		1 Peter 4:9
Supply Coordinator	The supply coordinator checks Sunday morning coffee supplies each week. The coordinator then orders or purchases supplies that are needed.	Administration Helps
Mug Ministry	Servants involved with the mug ministry take a mug and information about Bethany Church to first time guests who live in close proximity to their home.	Hospitality Helps
Mug Ministry Coordinator	The coordinator of the mug ministry lets servants know where mugs need to be delivered and also keeps a record of which servants deliver to which first time guests.	Administration
Basket Ministry	Each week a servant fills and replaces mints and items in bathroom baskets.	Helps
Parking Attendants	Parking Attendants stand in the church parking lot and help direct traffic and help drivers to find empty parking spaces. They also welcome those who park in the visitor spaces.	Hospitality Helps
Parking Cones Servants	Servants help by putting out parking cones on Sunday mornings or picking up the cones on Sunday afternoon once a month.	Helps
Parking Attendant Coordinator	The coordinator schedules parking attendants and those servants helping with the parking cones.	Administration
Telephone Ministry	Servants answer phones on Sunday morning so callers are met with a friendly voice and not an automated system. Servants serve as their schedule allows.	Helps Hospitality
Telephone Ministry Coordinator	A servant coordinates the servants who answer the phone on Sunday mornings.	Administration
Valet Parking Ministry	In order to help those who could benefit from valet parking, there is valet parking available before and after worship services. This must be arranged ahead of time. Servants who enjoy helping others could offer their help once a month to be part of the valet ministry.	Helps Mercy

# ***Mission Ministries***

Go into all the world and preach the good news to all creation.

Mark 16:15

Spiritual Gifts

Benevolence Team	This team exists to determine what type of assistance to offer to those in need. Working in conjunction with the Benevolence team are financial counselors who help others with budgeting.	Mercy/Wisdom Administration Discernment
Missions Administrative Team	Bethany Church sets aside a percentage of its income for missions. The Mission Administrative team selects worthy endeavors and administers the funds on behalf of the congregation. Those who are mission-minded and enjoy administrative duties would find this ministry area fulfilling	Administration Discernment Wisdom
Missionary Liaisons	One on one contact, by Bethany members and friends, is maintained with each missionary, or agency, supported by Bethany. The liaisons then relay any needs and news to the Missions Administrative team and the congregation. Servants in this ministry keep contact as their schedule allows.	Encouragement Intercession
Short Term Missions	The Missions Admin team accepts applications for those wanting to receive scholarship funding for short term missions work. Servants wishing to be considered for funding are asked to contact the Mission Admin Team. Bethany's Short term mission's consultant organizes several work trips with in the USA and foreign countries. These trips include building projects, children's ministry, women's ministry, nutrition and medical ministries, education of pastors, and other areas. Members and friends of Bethany join in these trips with sister churches of Eastern Pennsylvania.	Helps Faith Mercy Evangelism Apostleship Craftsmanship
Allentown Center City Ministry	Bethany Church financially supports the Allentown Center City Ministry. There are opportunities to be involved directly with missions.	Helps Mercy Faith Encouragement

***Mission Ministries***  
***Hands On Missions Ministries In The Lehigh Valley***

Spiritual Gifts

Soup Kitchen	Six times a year, Bethany Church prepares and serves the Sunday meal at the Ecumenical Soup Kitchen. Servants sign up for the months they are available to go to the soup kitchen and help.	Helps Encouragement Hospitality Mercy
Soup Kitchen Coordinator	The servant coordinator keeps track of those who sign up to serve at the soup kitchen and distributes needed information to those signed up.	Administration
Homeless Meals (Earl Ministry)	Meals are provided daily for a homeless man, Earl, in Allentown. Servants take the meal directly to Lehigh Parkway where Earl lives. Regular and substitute meal providers are needed in this ministry.	Helps Hospitality
Homeless Meals Coordinator	Homeless meals are coordinated by a servant who develops and communicates a meal schedule.	Administration
Yokefellow Prison Ministry	Bethany Church has a strong interest in prison ministry. Servants who feel they want to offer salvation through the Lord to prisoners and reconciliation to those who have strayed from their faith would be well suited for this ministry. In addition, servants who are willing to provide transportation or be a mentor to released prisoners also play a vital role in this ministry.	Encouragement Faith Mercy Intercession Evangelism Teaching Shepherding Healing

# **Mission Ministries**

## **Hands On Missions Ministries In The Lehigh Valley**

Spiritual Gifts

Refugee Ministry	Bethany Church supports Refugee Resettlement efforts. Servants on the refugee ministry team work together to help a family assimilate to life in America. The opportunities to serve include driving, setting up medical appointments, teaching English, tutoring, and helping the family find housing and employment.	Encouragement Giving Helps Hospitality Mercy Faith
Refugee Ministry Coordinator	A servant coordinator is needed.	Administration Leadership Mercy
CareNet Pregnancy Center	Care Net Pregnancy Center is one of the many ministries that Bethany Church financially supports. In addition, Care Net welcomes servants with an interest in their mission to help with clerical work and other volunteer needs.	Helps Mercy
CareNet Pregnancy Center Liaisons	Servants from Bethany Church serve as liaisons to CareNet. They keep Bethany informed about needs and programs at CareNet.	Administration Helps
Food Bank	Bethany Church maintains a food bank at the church building. Donations of food can be made by placing food in the church kitchen – please mark clearly “food bank”. A servant prepares bags of food, for needy families, with the various donated foods.	Helps Mercy Giving
Angel Food Ministry	This new ministry has been set up so people at Bethany and in the community can order food at a reduced cost. Servants are needed to promote the ministry as well as go to the pickup site to get the food for Bethany families. Once the food arrives at Bethany, servants can also help distribute food to families who have placed orders through Angel Food Ministries. This ministry will be coordinated by a servant.	Helps Administration Faith

***Mission Ministries***  
***Hands On Missions Ministries In The Lehigh Valley***

Spiritual Gifts

Twice Blessed	Twice Blessed Thrift Shop provides clothing and household items for those in need in the Lehigh Valley. The store is located at 25 North 10th Street. The store manager is employed by Bethany Church but all others who help at the store are servants. Donations are given by members and friends of Bethany Church.	Helps Mercy Faith Encouragement Evangelism Hospitality Giving
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# Support Ministries

*Come, let us bow down in worship, let us kneel before the LORD our Maker.*

Psalm 95:6

Spiritual Gifts

Church Projects	The Trustees, or head custodian, call upon the skills and interests of the congregation for tasks such as painting, simple repairs, clean-up, gardening, and mechanical needs. Servants choose how often and how they want to help with various projects.	Helps Craftsmanship
Office Servants	The church support staff and pastoral staff welcomes the servant assistance of those who like to serve by duplicating, assembling bulletins, answering the phones, doing computer data entry, or helping with mailings. Some of these tasks can be done at home in the evening and some of the tasks require being at the church office.	Administration Helps
ArtWork/Photography	Many of the ministries at Bethany Church appreciate the assistance of those who have abilities in areas of crafts, painting, drawing, and photography.	Craftsmanship Creative Communication Helps
Church Meals	Servants who would like to help by setting tables, decorating, preparing food, serving, or cleaning up are a wonderful resource for ministries who are planning church meals.	Craftsmanship Helps
Set/Up Tear Down	If you like to help behind the scenes with important tasks, your help could be utilized with set up and/or tear down of church events.	Helps
Overnight Housing	Periodically, guest speakers, missionaries, youth choirs, drama teams, etc come to Bethany Church and need overnight housing. Servants who enjoy sharing their home for a brief period of time would be a good fit for this ministry.	Hospitality
Telephone Calls	Occasionally, the pastoral staff has a need for servants who enjoy contacting others at church to give information. Phone calls can be made from home most often on a schedule that suits the servant.	Hospitality Helps

# Support Ministries

*Come, let us bow down in worship, let us kneel before the LORD our Maker.*

Psalm 95:6

Spiritual Gifts

Decorating	This ministry is for those who like to help decorate. This would include the welcome desk, the restrooms, the narthex area, and the entrance ways to the church.	Craftsmanship Helps
Drama Team	The Drama Ministry is made up of all ages, children to older adults. The team offers drama in a variety of settings. Those wanting to be involved with drama, lighting, sound, publicity, costumes, makeup, and set design are encouraged to join this ministry.	Creative Commun. Craftsmanship Helps
Drama Team Coordinator	The coordinator works in conjunction with the worship team and helps to organize the drama team.	Administration Leadership Creative Commun.
Medical Team	The medical team exists to respond to medical emergencies during church gatherings. The team keeps the medical equipment stocked and they also offer CPR, first aid, and AED training. Medical training and/or knowledge is important for this team.	Mercy Helps
Medical Team Coordinator	The medical team is overseen by a servant coordinator.	Administration
Library	Bethany has a book and video library available for members and friends. Both books and videos can be borrowed and taken home. Resources include a wide variety of devotional material, program material, teaching references, reference materials and videos for children, youth and adults. Servants help by purchasing and organizing books and videos.	Administration Helps
Recycle	This new ministry is in place to help reduce the amount of "trash" Bethany Church produces. Servants help by taking recyclables to local recycle collection sites and by sharing with others about ways to recycle while at Bethany Church.	Helps Teaching

# ***Sports Ministries***

For physical training is of some value, but Godliness has value for all things, holding promise for both the present life and the life to come. (1 Timothy 4:8)

Bethany Church offers a sports program with many different opportunities for you to serve God through your athletic abilities. The sports program includes activities for children, women, and men throughout the entire year. The sports program also affords you the chance to grow deeper into your relationship with Jesus Christ through devotional and prayer time.

<b><i>Children and Youth Offerings</i></b>	<b><i>Adult Offerings</i></b>	<b><i>Family</i></b>
<p style="text-align: center;"><u>Sports Leagues</u></p> <p style="text-align: center;">Spring Soccer Ages 3 - 9                      Fall Soccer Ages 3 – 10                      Winter Basketball Ages 5 – 13                      Running Series Ages 4 – 13                      Flag Football Ages 5 - 12                      Children’s Dance Lessons Ages 3 – 15                      Cheerleading Ages 5 – 12</p> <p style="text-align: center;"><b><i>Summer Camps</i></b></p> <p style="text-align: center;">Appalachian Trail Day Hikes                      Ballet and Tap Dance                      Baton Twirling                      Drama Dance                      Rails-To-Trails Bike Camp                      Tots Basketball                      Tots Soccer</p>	<p style="text-align: center;"><u>Men’s Sports</u></p> <p>Softball                      Golf:  <ul style="list-style-type: none"> <li>• League</li> <li>• Spring Golf Outing</li> </ul>                     Flag Football  <ul style="list-style-type: none"> <li>• Fall League</li> </ul> <p style="text-align: center;"><u>Women’s Sports</u></p> <p>Motion and Devotion (Aerobics)                      Spiritual Stretch (Yoga)</p> <p style="text-align: center;"><b><i>Co-Ed</i></b></p> <p style="text-align: center;">Ballroom Dancing                      Bicycling/Bike Camp                      Cooking Program                      Fall Golf Outing                      Hiking</p> </p>	<p>Hikes                      Corn Mazes                      Bethany Church Playdates</p> <p style="text-align: center;"><b><i>Upcoming Activities</i></b></p> <p>Bowling League                      Exercise Sunday School Class                      God’s Weigh Down</p> <p>More programs are being added all the time, so please feel free to call and ask questions as we move through the year.</p>