

i s e r v e:

ANSWERING GOD'S CALL



*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 and Ministry Staff are 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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Worship Ministries

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

Psalm 95:6

Spiritual Gifts

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

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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

Music Ministries: Music For Adults		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
Music Ministries: Music For Children		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 12:6

Spiritual Gifts

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
Bethany Post Distribution	Every other month a Servant arranges for people to distribute the Posts after each worship service. Servants pass out the Posts every other month.	Administration Helps
Bethany Post Distribution Coordinator	Arrange for servants to pass out Posts after each service.	Administration
Mass Mailing Team	Team works together to stuff envelopes, put in zip code sequence and count the number of envelopes in a timely matter	Helps

Adult Ministries

They devoted themselves to the apostles' teaching and to the fellowship, the breaking of bread and to prayer.
Acts 2:42

Spiritual Gifts

Men's Ministries	<p>Men's Ministry encourages all men to grow in their relationship with Christ; to be the spiritual leader in their home; and to be a witness in their workplace and community.</p> <ul style="list-style-type: none"> • <i>Small Group Bible Studies</i> • <i>Top Gun I and Top Gun II</i> • <i>Discipleship Groups</i> • <i>Accountability Groups</i> • <i>Monthly Men's Breakfasts with speakers</i> • <i>Handicare Ministry</i> 	<p>Administration Teaching Helps Mercy Leadership Administration Evangelism Intercession Wisdom Faith</p>
Family Ministries	<p>Families are important at Bethany Church. We recognize that families come in various sizes and from various situations. Ministries are offered to support families of all kinds.</p> <ul style="list-style-type: none"> • <i>Adult Singles Ministry</i> • <i>Family Ministry Opportunities</i> • <i>Night For Sweethearts</i> • <i>Fall Fest</i> • <i>Divorce Care</i> 	<p>Helps Evangelism Administration Leadership Hospitality Faith</p>
Adult Education Leader	<p>Adult class selections may include study of a book of the Bible, a life application class, or a topical class. New subjects are offered occasionally. 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.</p>	<p>Teaching Knowledge Shepherding Faith</p>
Spiritual Gift Class	<p>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.</p>	<p>Teaching Helps Encouragement</p>

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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 Faith Child Care Servants: Helps Mercy
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
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) Mom's Next	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
Older Adults	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 Encouragement Hospitality

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 th 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 1 – 4 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 Twins 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
Preschool or Elementary Small Group Leader	Lead a class of 12 – 18 kids in different experiences that enhance the day's lesson. Activities vary from Bible Verse games to making posters of the day's learning point. Building relationships with the children is key. Curriculum and supplies 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

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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 6 th 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 th 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 th 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

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Spiritual Gifts

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
Special Needs Buddy	We need people to be a buddy to some of our children with Special Needs. You would attend Sunday School with the child and help them have the best experience possible. What an opportunity to serve God in this way!!	Mercys Helps Shepherding
Special Needs Coordinator	Here's an opportunity to serve in children's ministries but work with adults and teens. Responsibilities would be to contact buddies and make sure we are staffed each week. Work with parents to set up the best plan possible for their child. Secure training for those working directly with the children.	Mercys Helps Administration
Parent's Night Out Coordinator	Coordinate a monthly night out for parents during the school year. Collect fees, recruit volunteers, and plan the session for each age group. Work with Director of Children's Ministries on advertisement and registration of families.	Administration Helps
Parent's Night Out Volunteer	Lead games or crafts, snacks, or play with the children as their parents enjoy a night on the town. Plan sessions with the PNO coordinator.	Helps Shepherding

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. Coordinate shopping.	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.	Administration Helps
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

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Spiritual Gifts

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
Prayer Chain Coordinator	The coordinator activates all prayer requests.	Administration Faith Intercession Mercy
Bethany in the Home	Individuals willing to go the next step for those who are suffering by offering occasional light housekeeping, help with laundry, running errands, shopping, petcare, sitting with individuals who need companionship when their family must be away.	Helps Mercy Encouragement
Parish Nursing	Parish Nursing is a committed group of medical professionals who offer emergency care for special events, arrange blood drives in cooperation with Keystone Memorial Blood Bank, offer blood pressure screenings and work to educate both individuals and the congregation on health issues.	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.

<h2 style="margin: 0;">Congregational Care Ministries</h2> <p style="margin: 0;"><i>Therefore, as we have opportunity, let us do good to all people, especially to those who belong to the family of believers.</i></p> <p style="text-align: right; margin: 0;">Galatians 6:10</p>		Spiritual Gifts
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
Abundant Life Counseling Services	Bethany Church strongly supports bible-based, Christ-centered counseling and therapy, and volunteers are needed at Abundant Life Counseling for: grant-seeking, developing relationships with other churches or for helping to spread the word in the community. Bethany founded and supports Abundant Life Counseling Service. It is a non-profit center that ministers to those with marital and family issues, any of the Axis I or II Disorders and Substance Abuse. Volunteers who wish to grow in knowledge about the Non-profit business, grants or fund-raising would be well suited for this ministry. Volunteers are also needed to visit and network with other churches.	Mercy Administration
Mentors for the Journey	Servants who have experienced and healed from a crisis who are now willing to walk along side and encourage another but willing to listen more than advise.	Encouragement Helps Faith Healing Mercy
<h2 style="margin: 0;">Welcome/New Member Ministries</h2> <p style="margin: 0;"><i>Offer hospitality to one another without grumbling.</i></p> <p style="text-align: right; margin: 0;">1 Peter 4:9</p>		Spiritual Gifts
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

Welcome/New Member Ministries

Offer hospitality to one another without grumbling.

Spiritual Gifts

1 Peter 4:9

Greeter Coordinator	The greeter coordinator develops and communicates the greeter schedule. The coordinator handles schedule changes as needed	Administration
Extra Hands Ministry	Servants stand near church parking lot (15 minutes, once a month) and help people into the church building who have young children, people with disabilities, or people with items to carry.	Hospitality Helps
Rainy Day Ministry	All that is needed for this ministry is an umbrella and a good heart. Servants watch the parking lot for those who forgot their umbrella and they bring an umbrella to them.	Hospitality Helps
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 Helps
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

Welcome/New Member Ministries

Offer hospitality to one another without grumbling.

Spiritual Gifts

1 Peter 4:9

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
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

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 and how much of assistance to offer to those who request assistance. Working in conjunction with the Benevolence team are financial counselors who help others with budgeting.	Mercy/Wisdom Administration Discernment Evangelism
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
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

Mission Ministries

Hands On Missions Ministries In The Lehigh Valley

Spiritual Gifts

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
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
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
Allentown Children's Project	Servants to help monitor food supplies, pack lunch bags, deliver lunches, and coordinate clothes and school supplies for the Children of Allentown.	Administration Helps Mercy

Mission Ministries

Hands On Missions Ministries In The Lehigh Valley

Spiritual Gifts

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 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 coordinated by a servant.	Helps Administration Faith
Angel Food Ministry Coordinator	A servant with administration gift schedules those who help with Angel Food pick up and distribution.	Administration
Twice Blessed Store	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

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.	Helps
Decorating	This ministry is for those who like to help decorate. This would include special seasons of the year as well as the welcome desk, the restrooms, the narthex area, and the entrance ways to the church.	Craftsmanship Helps

Youth Ministry

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

Table Leader	An adult who cares for youth and has a desire to be influential in their spiritual and social growth. Will interact with youth extensively and will lead their table in a small group time each week as a part of the youth night. Very high amount of interaction with students.	Teaching Encouragement Faith / Hospitality Evangelism / Shepherding
Concessions	An adult who desires to serve our youth from behind the snack counter on youth nights. Small amount of interaction with students.	Helps Hospitality
Media	An adult to oversee the visual media aspect of youth nights. Will run slideshows, be able to create slides and know how to run equipment. Will help train youth in this area as well. Small amount of interaction with students.	Creative Communication Teaching / Helps
Sound	An adult who desires to serve our youth from behind the sound board. Will know how to use and set up sound equipment and run sound equipment. Will help train youth in this area as well. Small amount of interaction with students.	Creative Communication Teaching / Helps
Games	A team of adults who will create games for youth nights and/or retreats. Will run these games on youth nights and will purchase new equipment. Large amount of interaction with students.	Creative Communication Leadership Encouragement
Table Challenge	A team of adults who will come up with creative Table Challenge activities for youth. Table Challenges are short, table-based activities that are designed to coincide with the Youth Pastor's message theme, ushering the youth from a game into a devotional message. Small amount of interaction with students.	Creative Communication Teaching Encouragement Leadership / Evangelism
Attendance	A team of adults who will take attendance at youth nights. Will have students sign in upon arrival and will hand out forms/materials for new students. Medium amount of interaction with students.	Hospitality Administration Helps

Youth Ministry

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Proverbs 22:6

Spiritual Gifts

Worship Design	A team of adults and students who help plan the themes for youth nights. Will work on set design to help emphasize the theme for a specific night. Small amount of interaction with students.	Creative Communication Craftsmanship Helps
Set up/ Tear down	A team of adults and students who oversee the set up of Fellowship Hall and the MPR for youth nights. Will set up stage, snack counter, games, etc. Small amount of interaction with students.	Helps Administration
Small Group Leader	An adult who is passionate about helping our youth grow in their relationship with Christ. Will lead a small group of youth in spiritual development and character development. Small groups meet at various locations and at various times and are separated by age and gender. Very high amount of interaction with students.	Shepherding / Teaching Faith / Encouragement Evangelism / Hospitality
Sunday School Leader	An adult who is passionate about helping our youth grow in biblical knowledge. Sunday School classes are separated into 6th grade, Middle High (grades 7-8), and High School (grades 9-12). Will lead a curriculum-based class. Very high amount of interaction with students.	Teaching Faith / Shepherding Encouragement Evangelism
Event Team	A team of adults and students who help organize the yearly events on the youth ministry calendar. Will work behind the scenes to ensure effective planning and organizing of events that will be instrumental in the spiritual growth of our youth. Small amount of interaction with students.	Administration Faith
Driver	An adult who is willing to serve out youth by transporting them to various events. Small time commitment. Medium amount of interaction with students.	Helps Administration

Youth Ministry		Spiritual Gifts
<i>Train up a child in the way he should go, and when he is old he will not turn from it.</i>		
	Proverbs 22:6	
Bulletin Boards	An adult or student who oversees the youth bulletin boards around the church, keeping them up to date and tidy. Minimal amount of interaction with students.	Creative Communication Craftsmanship / Helps Administration
Office Help	An adult or student who desires to serve by taking on small office tasks so that the ministry can be more effective and productive. Tasks will vary in nature. Minimal amount of interaction with students.	Helps Administration
Fundraising	A team of adults and students who create and oversee fundraising for our youth events and activities. Will create fundraisers for events on youth calendar that will allow more youth to go to more events for less cost. Minimal interaction with students.	Administration Leadership Helps
Encouragement	A team of adults who will send out birthday, encouragement, and get-well cards to our youth. Minimal amount of interaction with students.	Encouragement Administration Helps / Mercy
Photography	An adult who desires to serve our youth by documenting youth nights and events by taking and developing photographs. Small amount of interaction with students.	Creative Communication Craftsmanship / Helps

Young Adult Ministry

*Do your best to present yourself to God as one **approved**, a workman who does not need to be ashamed and who correctly handles the word of truth.*

2 Timothy 2:15

Spiritual Gifts

Concessions	Servants to provide snacks, dinner or refreshments for young adult functions. Merge on Wednesday evenings, Sunday evening small group, etc.	Helps Hospitality
Audio	Servants to run an audio sound board for Merge.	Creative Comm. Teaching Helps
Setup and Teardown	Servants to help setup and tear down various equipment for the Fellowship Hall on Wednesday evenings	Helps Administration
Small Group Leaders	Servants with a heart for young adults, college age and 20's and 30's to lead small group Bible studies.	Shepherding Teaching Faith Encouragement Evangelism Hospitality
College Ministry	Bethany sends college "care packages" a couple time a year. Servants coordinate donations and packaging of these packages.	Administration Encouragement Helps
Advertising	Servants to help with the advertising of young adult ministries both in church and with the community.	Creative Comm. Administration